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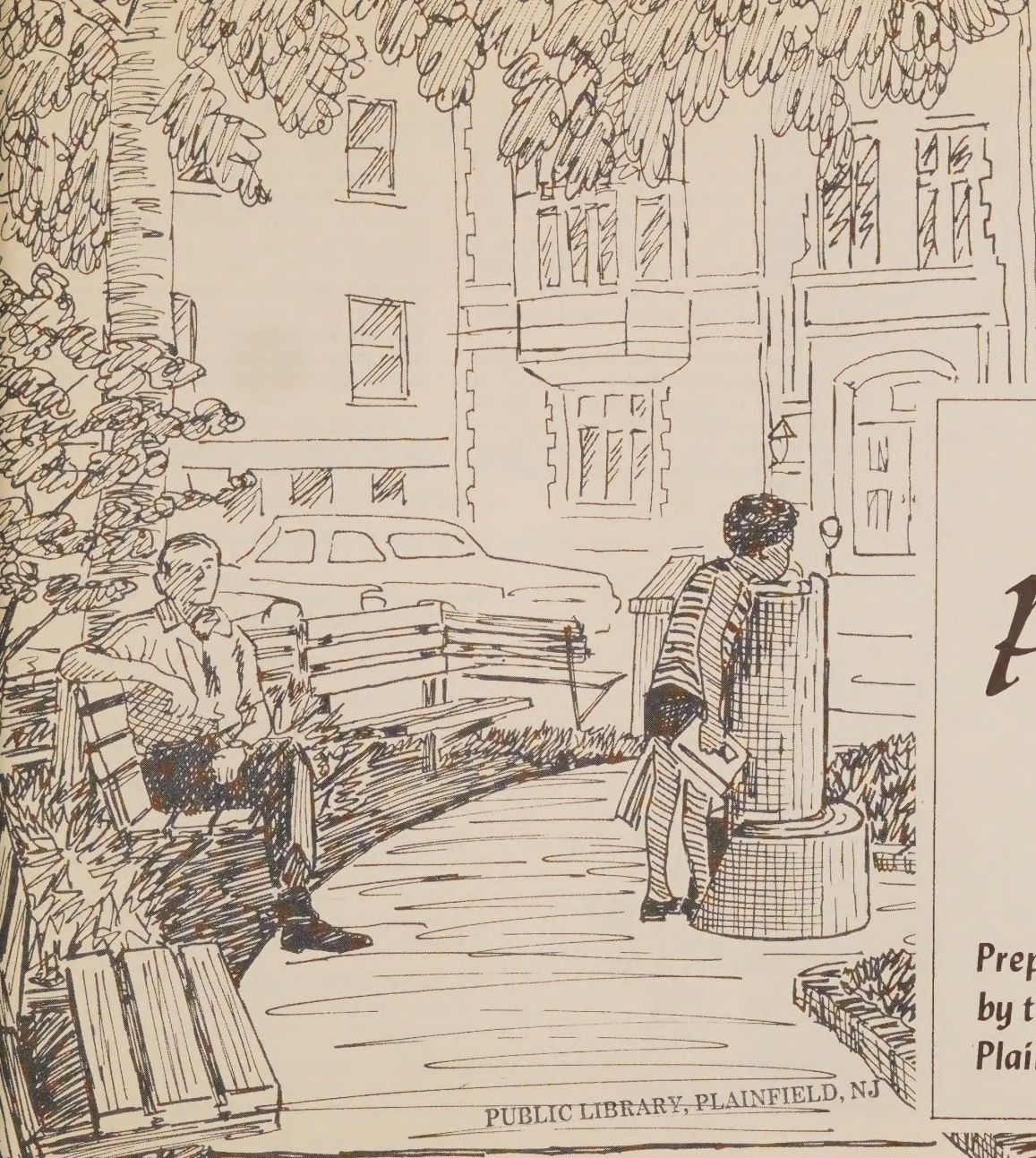
this is



Plainfield



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this is
Plainfield

**A Guide to
Local Government**

**Prepared and Published
by the League of Women Voters
Plainfield, New Jersey — 1972**

PUBLIC LIBRARY, PLAINFIELD, NJ

Foreword

Members of the League of Women Voters try to inform themselves about governmental functions on national, state and local matters. When they gather information of interest to the public, they make it available in some way.

Every local League conducts a "Know Your Town" study as a prerequisite to recognition as a chapter of the national and state organizations. The League, which does not support or oppose parties or candidates, does take positions on selected issues. The "Know Your Town" studies, however, are objective and do not attempt to evaluate workings of government.

The Plainfield League of Women Voters published the first *This is Plainfield* in 1954, the second in 1965. This edition, completely rewritten, is urgently needed, the membership feels, because there have been basic changes in the government of Plainfield. For example, a new Charter was adopted in 1968, many state and federal programs have been introduced and new public buildings have been opened.

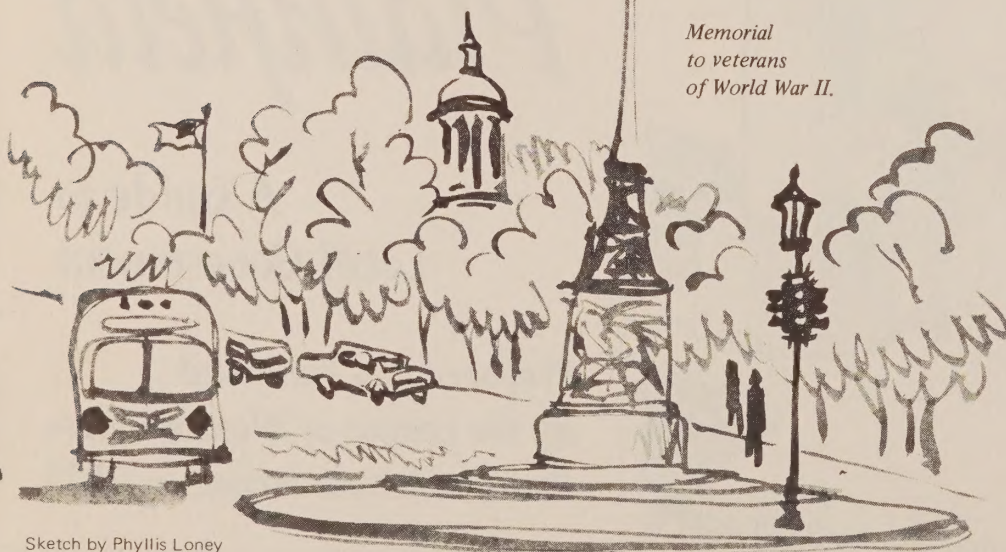
The membership of the League is grateful for the whole-hearted cooperation of city officials in preparation of this book. In turn, the editors wish to thank the membership of the LWV. Almost every member has contributed to the project in

one way or another and many have devoted months of effort.

This book is as accurate, complete and up-to-date as the League volunteers could make it. However, city government continues to change rapidly. Copy for this book went to the printer July 1, 1972, so changes made since then could not be incorporated. Where figures are used, they are for 1972 unless otherwise indicated. The editors will be grateful if the reader who notes any omissions or errors will report them to the president or editor.

Any woman of voting age who wishes to participate in or support the work of the League is invited to become a member.

Memorial
to veterans
of World War II.



Sketch by Phyllis Loney

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Cover by Lois Goss Scheller

Aerial view of the business district.

Photo by Joseph Buscaino



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Plainfield, Past and Present



Plainfield's earliest settlers, like many others who pioneered this country, were seeking religious and political freedoms denied them in their own countries. By 1685, seven families (whose names identify them as "all good Scots") established farms along the Cedar Brook.

But long before the arrival of the first settlers, Indians had frequented the area in their travels between the Hudson and Delaware Rivers. New Jersey, with its 2,500 square miles of land, had an Indian population of about 2,000. Those living in the Plainfield area were the Watchungs, part

of the Leni-Lenape tribe (commonly called Delaware). The trails they marked out hundreds of years ago ran through the heart of our city. When the railroad was built in the 1800's, it followed that old Indian trail. Today's Woodland Avenue follows an old Indian cut-off to the sea.

The new settlement was named Milltown, an evident bow to the grist mill which was built in 1760 on the Green Brook, near what is now Watchung Avenue. In 1788, the Quakers moved their Friends' Meeting House from the original site near what is today the Plainfield Country Club, to the corner of Watchung Avenue and East Third Street where it remains as one of the historical landmarks of the city.

Although the Plainfield area was mostly open farm land with a population of only about 50, it was considered of sufficient military importance during the Revolutionary period to warrant a large militia post. This was built along the east bank of Green Brook River between what are now Clinton and West End Avenues. The post, which consisted of 95 acres and a large fort, guarded the main road to Quibbletown (today's New Market area) and the mountain pass. Somerset Street is an extension of that mountain pass.

The Village of Plainfield

In 1800 a post office was established and the name of the growing community (pop. 215) was changed to Plainfield, appropriate to the gently rolling fields of the area. This description of Plainfield appeared in 1834 in Thomas F. Gordon's *A Gazetteer of the State of New Jersey*:

Plainfield, a large and thriving village of Westfield t-ship, Essex co., on Green Brook, the line between that and Somerset co. . . 65 miles from Philadelphia, 45 from Trenton . . . 16 from Elizabethtown, 25 from New York . . . on a plain of very level land, between 2 and 3 miles wide, and about 11 long; contains 1 Presbyterian, 1 Baptist and 1 Methodist

church, 2 Friends' meeting houses, (Hicksite and Orthodox) 2 grist mills, 1 saw mill, 4 stores, 13 master hatters, who manufacture about \$74,000 worth of hats annually; 5 master tailors, employing 70 hands, who work for the southern market; a fire engine, and company, a mutual insurance company, established in 1832, which in a few months, executed policies to the amount of more than \$150,000; and 120 dwellings; a ladies' library, an apprentices' library. A four-horse mail stage to New York, three times a week, and as often to Philadelphia, on alternate days, runs through the village. The country around the town is rich, well cultivated, and healthy; the water good, and the society moral and religious, and ambitious of improvement. The neighbouring mountain, about a mile N. of the town, affords an abundant supply of cheap fuel, and screens the valley from the violence of the N. and N.W. winds; and gives a very pleasing prospect to the S. and E. over a space of 30 miles.

When Essex County was divided in 1857, Plainfield became part of the new Union County.

The City of Plainfield

As with many other urban communities, Plainfield's growth followed completion of the railroad in 1838 when service was provided between Elizabethtown and Plainfield. The traveler reached New York by boarding a boat at Elizabethport. With improvement of railway service, Plainfield became a commuter town for New York. Many city dwellers who came to spend their summers and vacations "in the country" stayed to build their homes here.

Plainfield was gaining a reputation for a climate that was beneficial for sufferers of respiratory ailments. In 1886, in an attempt to publicize this, the publisher of the local newspaper, Thomas W. Morrison, began to use the slogan "Colorado of the East." Since Denver, Colorado, was known as the "Queen City of the Plains," the slogan for Plainfield eventually was shortened to "The Queen City."

By an act of the New Jersey legislature Plainfield was made a township in 1847.

In 1867 it was incorporated as a village and in 1869 became a city. Job Male was its first Mayor.

In 1862 Western Union opened a branch office, and by 1883 the first telephone station was established. The Plainfield Gas Light Company opened its plant in 1860 and the Plainfield Electric Light Company started business in 1886. Public Service Corporation of New Jersey was organized in May 1903 and became the Public Service Electric and Gas Company which serves the city today.

Plainfield Today

Plainfield is located in north central New Jersey in the westernmost section of Union County, 24 miles southwest of New York City, 18 miles from Newark and 12 miles from Elizabeth. Although considered part of the Greater New York area, Plainfield is itself the core city for several surrounding communities which comprise the Greater Plainfield area. The Green Brook forms a natural boundary separating Plainfield from the Somerset communities of Watchung, North Plainfield and Green Brook Township. Other bordering communities are Dunellen, Piscataway, South Plainfield, Edison, Scotch Plains and Fanwood.

The city is approximately six square miles in area and it is 100 to 200 feet above sea level. The Watchung Mountains to the north rise to 550 feet.

The city's population grew from 215 in 1800 to 46,862 in 1970. Of these residents 27,677 were white and 19,185 non-white. Spanish-speaking residents numbered 1,533 according to Census figures, but the Spanish Community Organization of Plainfield, Inc., estimated on the basis of local surveys that the number was nearly 5,000 in 1972.

An age count showed approximately 16,000 under 19 years and 5,000 over 65.



National Starch & Chemical Corp., one of Plainfield's largest industries.

The Plainfield office of City Federal Savings & Loan Association. Building designed by Edward Durrell Stone.





Plainfield experienced its greatest population increases between 1890 and 1930. The population has stabilized during the last 10 years, largely because of lack of land available for housing.

In 1970 about half of the city's 15,414 housing units were owner occupied.

Following similar eruptions in major urban areas, Plainfield experienced racial disturbances in July 1967. During 1969 there were episodes of disorder in the high schools.

Economic Conditions

Estimated income per household in 1971 was \$12,911. This figure compared with an estimate of \$11,873 for the nation and \$15,136 for the state. Total personal income was estimated at \$203,027,000, ranking Plainfield 320 among 419 leading cities in the nation by this measure.

Plainfield industries, businesses and services employed over 17,000 persons in 1970. Major fields of employment were

Manufacturing	6,265	Government	1,690
Retail Trade	3,915	Construction	1,043
Services	2,000	Financial	960

The largest manufacturing concerns in the city produce starches, adhesives, and synthetic resins; newspaper printing presses; aircraft components; electronic systems; sportswear and accessories; lumber; electric motors; plastic housewares and swim accessories; urethane foam; watches and clocks; raincarrying equipment for roofs and gutters. Other industries include printing shops, a concern specializing in the engineering and construction of industrial and business buildings, and an aircraft sub-contractor.

The downtown area, located along East and West Front Streets and Watchung and Park Avenues, is the major retail trade center, with three department stores and over 200 smaller stores. South Avenue (Route 28) has been developed recently as a secondary retail trade center.

For many years Plainfield was almost without competition as a retail hub of the surrounding area. Today, in part because little land has been available for business expansion and also because no major highway runs through the city, Plainfield has not experienced the same industrial and commercial expansion as surrounding communities. While some establishments have left the city in recent years, the total number of stores is greater than in 1963. Studies of the Planning Board indicate that with proper planning, especially a regional approach to problems, Plainfield can retain its position as a core city.

Newspapers

Plainfield's first newspaper, The Herald, was a weekly journal published in 1835 and the first daily newspaper was The Daily Bulletin in 1879. The forerunner of today's daily newspaper was formed when publisher F. W. Runyon combined his paper, The Courier, with another daily of that time, The Evening News, and The Courier-News first appeared in 1894.

The Courier-News of today is an evening newspaper published daily except Sunday by The Plainfield Courier-News which has been a part of the Gannett organization since 1927. The Gannett Corporation owns the largest group of newspapers in the country.

The Courier-News has a paid circulation of more than 60,000. The newspaper employs more than 250 persons. There are two editions daily, the Metro which serves the greater Central New Jersey Area and the Final which is the Plainfield edition. Coverage of local area news is supplemented by news of state and national affairs. The newspaper plant was moved from its Plainfield location in 1972 to a large new facility in Bridgewater. The mailing address is 1201 Route 22, Somerville, New Jersey 08876. A Courier-News office is maintained at the old location, 201 Church Street, Plainfield.

Another newspaper serving Plainfield is The Voice, a weekly with a circulation of 5,500. This non-profit newspaper was started in 1968. Published by members of the Plainfield area black community, the newspaper aimed for wider circulation and more complete coverage of the entire community in 1972. The Voice is located at 139 North Avenue, Plainfield.

The Daily Journal of Elizabeth now covers Plainfield in its Western Union County edition. The local office is at 201 East Fifth Street.

Radio

Radio Station WERA, in operation since 1961, is owned by the Tri-County Broadcasting Corporation. It is licensed by the Federal Communication Commission to broadcast from sunrise to sunset at 1590 kilocycles.

News coverage of the tri-county area (Union, Middlesex and Somerset Counties) is provided along with state, national and

world news. Weekly schedules include reports from the local Board of Education and the Mayor's office. Special local events are frequently broadcast as are high school athletic contests.

WERA's Datebook announces on request the meetings of local non-profit organizations. The station is located in the Park Hotel Annex, 200 West 7th Street, Plainfield.

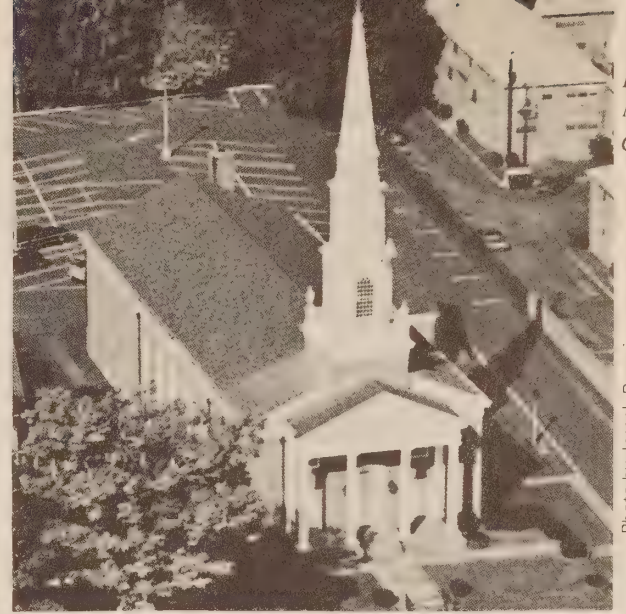
Religious Groups

Other religious groups in addition to the Quakers have influenced the character of the city. The First Presbyterian Church was founded in 1825, the First Methodist Church in 1823, and St. Mary's Roman Catholic Church in 1851. The first Jewish congregation was Beth Tefelas Yental in 1890. These local religious groups have often initiated cultural and social movements. For example, the Chautauqua movement, the first adult education in the country, began in meetings in a Plainfield church.

Temple Shalom.



Photo courtesy of Plainfield Area Chamber of Commerce



First United Methodist Church.

Photo by Joseph Buscaino

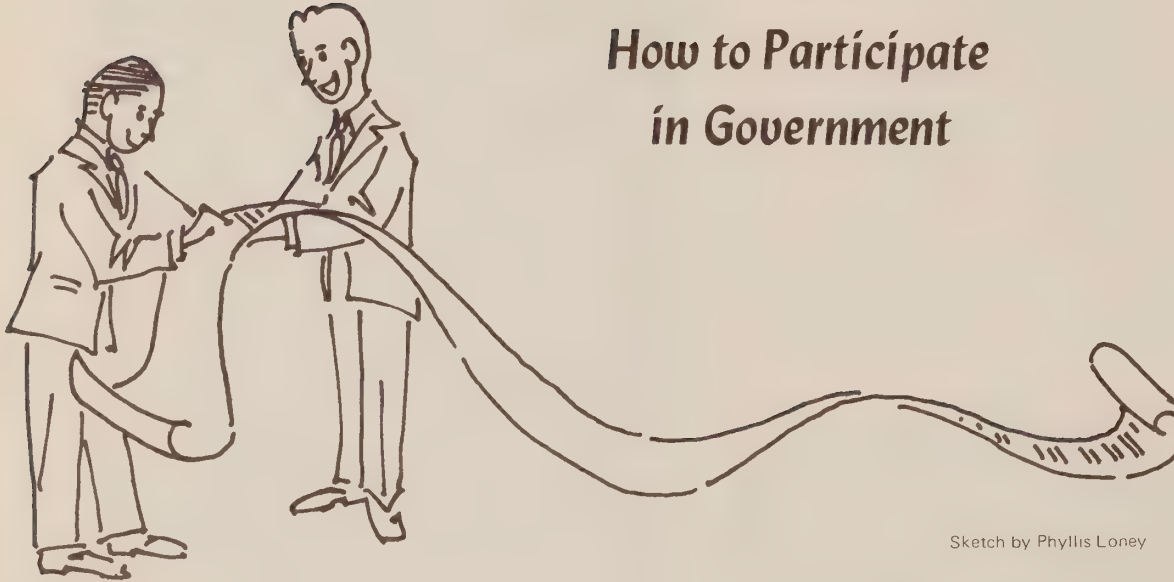


Crescent Avenue Presbyterian Church.

Photo by Joseph Buscaino

The Plainfield Citizen -

How to Participate in Government



Sketch by Phyllis Loney

PLAINFIELD CITIZENS MAY PARTICIPATE IN GOVERNMENT IN A NUMBER OF WAYS:

- voting
- helping to determine party policy and choice of candidates
- serving on and observing the work of the City Council, official boards and advisory committees
- expressing individually and through organizations what they want the city government to do

Elected Officials in Plainfield

Elected officials in the city are the Mayor and City Council members, who are elected to four-year terms in the general elections held the first Tuesday after the first Monday in November. They run on party tickets. Seven Councilmen are elected:

- one from each of the four Councilmanic wards
- one from the city as a whole
- one from the first and fourth wards combined
- one from the second and third wards combined

Two members are elected each year with the exception of the fourth year when only one seat is open. More information on elected officials may be found in the section on City Charter and Top Officials.

Councilmanic Wards

Dividing lines for the four Councilmanic wards were redrawn in 1972 (see map). After each federal decennial census, a City Reapportionment Commission is formed to review ward boundaries and, if necessary, revise them so that each ward does not differ in population by more than 10 per cent from the least populous ward.

Political Parties

The Mayor and a majority of Councilmen have traditionally been members of the Republican Party. For many years, however, the fourth ward has elected Democratic Councilmen and the first ward has frequently done so in recent years. The second ward remains solidly Republican and while contests are sometimes close in the third ward, Republican candidates have almost always won.

The policy-making body for each party is a City Committee. From each election district in the county one man and one

woman are elected. These representatives make up the Union County Democratic and Republican Committees. Those members who live in Plainfield make up the City Committees.

The Committee determines party program and policy, promotes party candidates for the general election, checks voting lists to aid in registration and getting out the vote, and provides challengers at the polls.

Primaries

At primary elections, held the first Tuesday after the first Monday in June, voters select the Committeemen and Committeewomen described above, candidates for public office and, in Presidential years, delegates to the national conventions.

Any registered voter may vote in the primaries. By doing so a voter is considered to have registered with the party whose ballot was requested. A declaration of intention to vote in the primary of a political party is signed and recorded in the registration book at the polls.

Until 1972, once having become a member of a political party in this way, a voter could not vote in the primary of another party until he had refrained from voting in two successive primary elections. In May 1972 the State Supreme Court declared this requirement unconstitutional.

Participating in primary elections does not affect voting in the general elections in any way. Official lists of registered voters, available on request, no longer include party designation.

A qualified candidate may be placed on the primary ballot of his party for any office by a petition signed by the required number of party members. Candidates for Mayor and Councilmen-at-large require 50 signatures, ward Councilmen 25, Committeemen and women 10.

Independent Candidates

Only those political parties which polled at least 10 per cent of the vote in the preceding general election of members of the General Assembly may nominate their candidates in primary elections. This is specified by state law.

Other candidates may be placed on the November ballot by a petition filed with the County Clerk before the primary election.

Petitions must be signed by the required number of registered voters from the political division the candidate hopes to represent (the entire city for the mayoralty election, one ward or two combined wards for Councilmanic elections).

For an office voted upon by the entire state the minimum number of signatures is 800. For any other office the number of signatures required is either 100 or a number equal to 2 per cent of the vote from the political division for Assembly candidates in the last general election.

State law requires that five registered voters witness each signature, but the courts ruled in 1971 against keeping that requirement in force. Only one witness is now required.

Public Questions

Municipal referendums may be of several kinds.

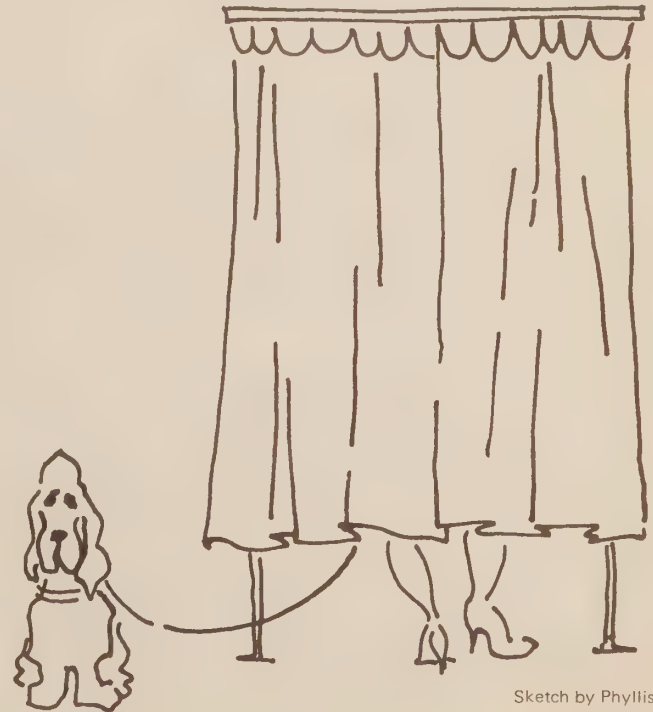
The Council may decide to place a question on the ballot in order to know the will of the people. Such action is a non-binding referendum. In such cases citizens may, by petition, propose an alternate question.

A permissive statute passed by the state may sometimes require a vote by the electorate of the municipality to make the statute effective within that community.

If an established debt limit is exceeded by the city or by the school district, a

vote may be required before further debt may be assumed. Plainfield is well under the debt limit.

The city charter of 1968 gives voters right of initiative, referendum and recall. A petition signed by 20 per cent of the registered voters may place a proposed law on the ballot. A petition signed by the same number of voters filed within 15 days of passage of an ordinance by the Council suspends that ordinance until a vote of the electorate is taken. A petition signed by 33 1/3 per cent of the registered voters of the city or Councilmanic division may bring about a recall election of an elected official provided that the official has served at least one year.



Sketch by Phyllis Loney

Elections for Union County Offices

Union County is governed by a Board of Chosen Freeholders whose nine members are elected at large for three-year overlapping terms. Other elected officials are County Clerk, Register, Sheriff and Surrogate.

Over 9 per cent of Plainfield's municipal taxes (\$1,664,000 in 1972) is paid to Union County. The money is used principally for maintenance of highways, parks, institutions and county courts.

More information about Union County government may be obtained from the publication *Union County, New Jersey* published by the Union County Council of the League of Women Voters in 1966.

Elections for State Senate and General Assembly

Plainfield is in the 9th Senate District which includes all of Union County*. Three Senators are elected at large for four-year terms.

Union County is divided into three Assembly Districts; Plainfield is in Assembly District 90*. Two members of the General Assembly are elected for two-year terms from each Assembly District.

Congressional Elections

Plainfield is in the 12th Congressional District which includes parts of Union and Essex Counties**.

Members of the U.S. House of Representatives are elected for two-year terms.

*Subject to change since the state legislature must approve a plan for reapportionment of state legislative districts utilizing population information from the 1970 U.S. Census.

**Subject to change since Congressional reapportionment after the 1970 U.S. Census has been approved only for the 1972 elections.

Plainfield's Record of Electoral Participation

As many as one-third of Plainfield residents eligible to vote may be unregistered. Although Census figures for 1970 show over 29,000 residents of voting age, only 18,000 were registered to vote in the 1970 elections.

Voting Record in Recent Elections

	Number Voting	Per Cent of Registered Voters
1968 General Election (Presidential)	17,135	84%
1969 General Election	13,263	65%
1970 General Election	11,239	62%
1971 General Election	8,554	45%
1968 Primary (Presidential)	4,853	26%
1969 Primary	6,034	30%
1970 Primary	2,538	13%
1971 Primary	1,130	6%

Election Machinery

The Union County Board of Elections, composed of two Democrats and two Republicans appointed for two-year terms by the Governor, sets up election machinery and has jurisdiction over administration of state election laws.

The County Board appoints a District Board of Elections for each district. The District Board consists of two Democrats and two Republicans recommended by county political organizations. These officials conduct elections at polling places. They receive \$30 each for the day's work.

The City Clerk, acting under rules and directions of the County Board of Elections, is responsible for administration of registration and election laws in Plainfield. He is responsible for the primary ballot; the County Clerk is responsible for the general election ballot. Most election expenses are paid by the county; the city pays for printing primary election sample ballots.

CITY OF PLAINFIELD POLLING PLACES - 1972

WARD I	
DISTRICT	LOCATION
1	Municipal Court, 315 Watchung Avenue
2, 4, 6	Barlow School, East Front Street and Farragut Road
3, 5	Lincoln School, 209 Berckman Street
7, 8, 9, 10	Emerson School, 305 Emerson Avenue
WARD II	
DISTRICT	LOCATION
1, 3	City Hall Basement, 515 Watchung Avenue
2, 5, 6	Evergreen School, 1033 Evergreen Avenue near Park Avenue
4, 7, 8	Maxson Junior High School, 920 East Seventh Street and Woodland Avenue
9, 10, 11, 12	Cook School, 739 Leland Avenue
WARD III	
DISTRICT	LOCATION
1, 2, 3, 4	New Plainfield High School, 950 Park Avenue
5, 6	Cedarbrook School, 1049 Central Avenue
7, 8, 9	Hubbard Junior High School, 661 West Eighth Street
10, 11	Washington School, 427 Darrow Avenue
WARD IV	
DISTRICT	LOCATION
1, 2, 3	Neighborhood House, 640-52 West Fourth Street
4, 5, 7	Clinton School, West Fourth St. & Clinton Ave.
6, 8, 9	Jefferson School, 1200 Myrtle and Clinton Aves.

WARD 4
population 11,700

WARD 1
population 11,778

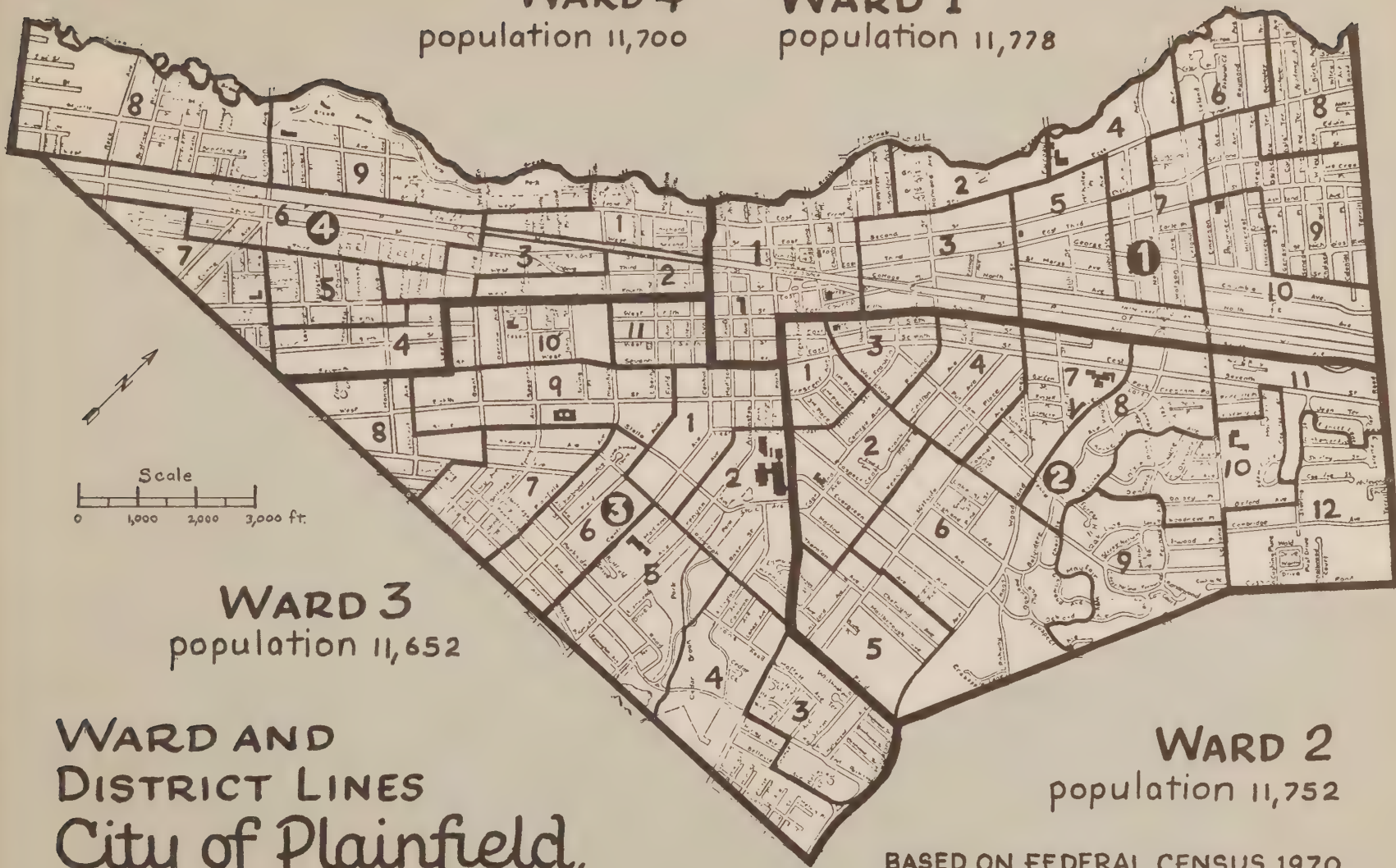
WARD 3
population 11,652

WARD 2
population 11,752

**WARD AND
DISTRICT LINES**
City of Plainfield,
1972

BASED ON FEDERAL CENSUS, 1970

James Joseph
City Engineer.



*A Plainfield High School class
visits City Hall
to register to vote.*

Photo courtesy of the Public Information Office



Voter Registration Requirements

To be eligible to vote a person must:

- be a United States citizen (Naturalized citizens must show proof of citizenship.)
- be at least 18 years old by the next election
- not be disqualified as an idiot, an insane person or a criminal

Residency requirements for voting in New Jersey are expected to be modified to conform with Congressional legislation and U.S. Supreme Court rulings. As of 1972 no more than 30 days residency may be required for voting in federal elections. Since state residency requirements (six months in the state, 40 days in the county) are written into the state Constitution, an amendment approved by the electorate may be required to make the change for state, county and local elections.

Registration must be in person at the City Clerk's office in City Hall, 515 Watchung Avenue, or at the Union County Board of Elections office, 53 Rahway Avenue, adjacent to the Court House in Elizabeth.

The offices are open for registration Monday through Friday, 9 a.m. to 5 p.m. Special evening hours are provided near the end of the registration periods. To vote in a given election one must have registered at least 40 days* before election day.

Special regulations for registration apply to persons physically unable to register in persons.

Registration is permanent but re-registration is necessary if a person has failed to vote for four years, moved outside the county, failed to report a change of residence within the county, or changed his or her name by marriage, divorce or court decree. A voter who has moved to

another address within Union County may transfer registration by mailing a notice of the new address on a form provided by the City Clerk or on the back of the registration card. A voter who has moved within the county within 39 days* preceding an election may vote in that election in the former election district by signing an affidavit. A voter who changes his or her name within 39 days* preceding an election may vote in that election by signing both names.

Polling places in each district and hours when polls are open are shown on the official sample ballot sent to each registered voter before every election.

Persons who do not meet residential requirements may vote for President and Vice-President by obtaining an application from the City Clerk.

A citizen must vote in person in his home district unless he meets the provisions of the Absentee Voting Law. Military personnel and other registered voters may, under specified conditions, obtain absentee ballots from the County Clerk by applying in person or by mail. This application must be in the hands of the County Clerk at least seven days before an election.

Voter Service by the LWV

The League of Women Voters of Plainfield holds Candidates Nights preceding each general election and cooperates with LWV groups of other communities for area-wide meetings. The League also prepares and mails "Know Your Candidates" sheets which include biographical information on each candidate and brief responses from each to one or two questions regarding policy and program. The LWV does not support candidates; it does take positions on issues.

*This regulation is modified as of the 1972 elections by the 30-day residency requirement for federal elections.

Calendar of Official Meetings

City Council	1st and 3rd Monday
City Council, agenda-setting meetings.....	Monday before regular meeting
Board of Education.....	3rd Tuesday
Planning Board	3rd Thursday
Board of Adjustment	1st Wednesday after 1st Monday
Housing Authority	2nd Tuesday
Board of Trustees of the Plainfield Public Library.....	2nd Tuesday
Community Action-Plainfield, Inc. Board of Trustees	4th Wednesday
Model Cities Neighborhood Council	1st and 3rd Friday
Human Relations Commission.....	2nd Tuesday
Recreation Advisory Committee	3rd Tuesday
Beautification Committee	2nd Wednesday
Safety and Accident Review Board.....	last Friday
Parking Authority	2nd Monday
Independence Day Committee	1st Wednesday

The following groups meet at the call of the chairman: Board of Appeals, Board of Public Safety, Citizens Advisory Committee, Civil Defense and Disaster Control Council, Commissioners of Assessments, Crime Prevention Advisory Committee, Dr. Martin Luther King, Jr., Memorial Scholarship Fund Selection Committee, Health Advisory Committee, Juvenile Conference Committee, Local Assistance Board, Rodent Policy Committee, and Traffic and Parking Committee.

The Republican City Committee for Plainfield meets at the call of the chairman; the Democratic City Committee the second Tuesday.

The Green Brook Flood Control Committee, in which the city participates along with other municipalities, meets the first Wednesday. The Plainfield Area Narcotics Council meets at the call of the chairman.



A citizen makes his views known to the City Council.

Photo by George R. Smith, courtesy of The Courier-News

City Charter and Top Officials



Plainfield City Hall

Sketch by Phyllis Loney

Plainfield and the State of New Jersey

Plainfield's first charter was granted by special act of the state legislature in 1872 and then adopted by local referendum. This charter remained in effect for nearly 100 years.

In 1968 by another special act of the state legislature, a new charter was granted and then approved by the electorate at a general election.

The Plainfield governing body, then called Common Council, based its application for the special act of 1968 on a provision of the New Jersey Constitution which upholds maximum self-government for municipalities and on a state statute (N.J.S.A. 1-6:15). Both permit municipalities and counties to apply for such special acts for regulation of their internal affairs.

Many provisions of Plainfield's charter are based on the 1950 Optional Municipal Charter Law, known as the Faulkner Act. This state legislation permits municipalities a choice of several forms of government and provides procedures for changing from one form to another. Although Plainfield based its move for change on state laws other than this act, some provisions of the Faulkner Act served as a model for the local Charter.

One provision of the Charter makes a significant change in the effect of some state laws on the city. According to this provision, state laws are applicable to the city if they refer specifically to Plainfield or if they apply to all municipalities in the state. Thus the city is removed from the effect of laws which refer to only one class of city. Some state laws governing municipalities group cities into four classes largely according to population. Plainfield is in the second class, cities with populations of 12,000 to 150,000. This classification is now of no importance for Plainfield.

Most aspects of local government, however, are affected by state law. Certain state legislation is mandatory, particularly in matters of finance, education, health and welfare. Other state laws are permissive and require local action to be effective.

Principal Provisions of the 1968 Charter

The Charter took effect January 1, 1969. A few weeks later the City Council adopted the Administrative Code, which defines in more detail than the Charter the structure and procedures of city government and the powers and duties of officials.

Under the 1968 Charter, Plainfield has a City Council of seven members, a Mayor and a City Administrator. Laws are made by the Council; the Mayor is responsible for their enforcement. He is also responsible for the functions of the three city Departments as well as Boards and Commissions. The City Administrator works under the supervision of the Mayor and has specially assigned duties. Under this system of organization there is greater separation of power than under the systems of most smaller communities in New Jersey.

The Mayor and Councilmen are the only city officials elected to office; they serve on a part-time basis during their four-year terms. The Mayor receives an annual salary of \$5,000; Councilmen receive an annual salary of \$1,500.

Responsibility for city services is divided among the Department of Administration and Finance, the Department of Public Affairs and Safety, and the Department of Public Works.

The new Charter was intended to streamline administration of city government, utilize the expertise of a full-time, professionally-trained administrator, strengthen the powers of the Mayor, and

centralize authority in the Mayor and City Administrator. The Charter was also designed to restructure the Council and provide separation of executive and legislative powers.

To make changes in the Charter, approval is required from the City Council by ordinances, from the state legislature by two-thirds vote of each house, from the Governor and from Plainfield voters at a referendum election.

In April 1972 the City Council received recommendations of a Charter Evaluation Study Committee for a number of changes in the Charter. Recommendations included enlarging the Council from seven to nine members, creating a fourth department in city government, and providing for citizen participation in the budget-making process. The first recommendation did not receive full Council approval. An ordinance incorporating the other recommendations was adopted May 1, 1972, and submitted to the state legislature.

Passing Municipal Laws

The City Council organizes annually on January 1 of each year. From among its members it chooses a Council President who thereafter presides at regular meetings. (The Chairman of the Committee of the Whole, also elected by the Council, presides at agenda-fixing meetings held the week before each regular meeting. See Calendar of Official Meetings.) At its organizational meeting the Council also appoints its committees. The Mayor may attend Council meetings and may speak but has no vote.

Action by the Council is through ordinances or resolutions.

Ordinances are municipal laws on matters of permanent effect such as bond issues or revenue and regulatory measures. As the first step in enacting an ordinance, it must be proposed at an agenda-fixing

session. At this time the Council decides whether or not to introduce the ordinance at the next public meeting. Four votes are required to provide for such introduction or first reading of the ordinance.

Following introduction at a public meeting, the ordinance is published in The Courier-News with reprints available at the City Clerk's office. Two weeks later the item is read again and a public hearing is held, usually during the regular Council meeting. After the hearing the Council votes on the ordinance, four votes being required for passage.

Some ordinances require a two-thirds vote by state law. These include bonding ordinances, except for school bonds, and ordinances relating to contracts if there was no bidding on the contract. State law also requires that some ordinances must be approved by another local body, such as the Planning Board, by a state body, such as the State Water Policy Commission, or by an official, such as the state Director of Local Finance.

After Council approval of the ordinance, its title is published in the newspaper. If the ordinance has been amended, it is republished and a hearing is held on the amended text.

The ordinance must then be signed by the Mayor and takes effect 15 days after he has approved it. If the Mayor does not return the ordinance within 10 days, it becomes law. If the Mayor vetoes the ordinance, the Council may override the veto by a two-thirds vote.

Official action by the Council is also taken by passing resolutions, which do not require two readings or newspaper publication and which may be passed at the meeting at which they are introduced. Resolutions cover matters of less permanent effect than ordinances, including approval of the Mayor's appointments to city offices, boards and commissions.

The agenda for each Council meeting is set by the Council President after an agenda-fixing session. (See Calendar of Official Meetings.)

Council meetings are open to the public. When the Council has scheduled a public hearing on an ordinance for one of its regular meetings, members of the public may speak on that ordinance at the time it appears on the agenda. At the end of the meeting a "privilege of the floor" time permits them to speak on any matter which they believe should concern the city government. Agenda fixing sessions are also open to the public.

A volume entitled *Charter and Municipal Code of the City of Plainfield 1971* contains the City Charter and other general ordinances passed to date including the Zoning Ordinance. Only the technical codes, such as the Building Code, and ordinances of limited applicability, such as opening of streets, are omitted. Relevant state statutes are cited.

Mayor

With the advice and consent of Council, the Mayor appoints the City Administrator, heads of Departments and the Corporation Counsel. He appoints members of boards, commissions and committees, generally with Council approval, although this is not necessary for appointments to the Board of Education. He also appoints city officials and employees who are not in one of the Departments and whose appointment is not otherwise provided for.

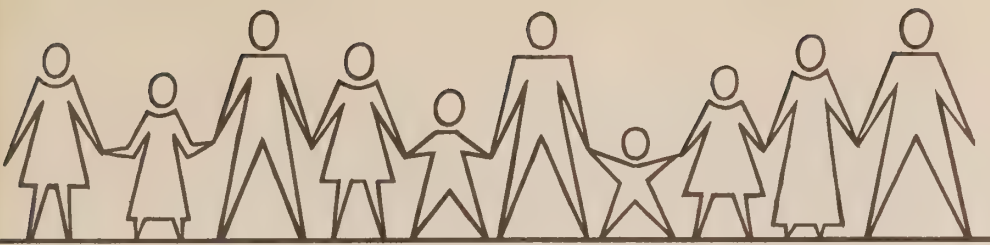
The Mayor may remove a Department head or the City Administrator whenever the public interest so requires unless the Council disapproves of such removal by a two-thirds vote. Except for those employees who come under Civil Service, the Mayor's appointees serve for the length of his term in office.

In January the Mayor delivers an annual message on the general state of the city government and its finances. The Mayor may recommend legislation to the Council; however, he has no vote in Council. He may veto legislation, but his veto may be overridden by a two-thirds vote of the Council. The Mayor has emergency administrative powers which he may assume in the event of a clear and present danger to public health, safety or welfare.

City Administrator

The City Administrator (salary range \$20,942—\$27,230) is appointed by the Mayor with the advice and consent of the Council. Candidates for this position must have a master's degree in public or business administration and a minimum of two years of executive experience in municipal administration or an equivalent combination of education and experience. Under the direction and supervision of the Mayor, the City Administrator is empowered to

- supervise the Departments of city government
- recommend improvements to increase the efficiency and economy of city government, including creation of new departments and offices.
- review, analyze and forecast trends in city services and finance regarding all boards, commissions and municipal bodies; and make reports and recommendations to the Mayor.
- assist the Mayor in preparing the annual budget
- develop, install and maintain centralized personnel and purchasing procedures
- review any disciplinary problems with Department heads
- act as head of any Department if the Department head is absent or disabled



Deputy City Administrator

The Deputy City Administrator (salary range \$18,995—\$24,695) is appointed by the Mayor with the advice and consent of Council. Under the direction and supervision of the City Administrator, he

- maintains an Office of Information and Complaints
- determines the reasons and remedies for citizen dissatisfaction
- reviews department policies which affect community relations
- provides liaison services with the Human Relations Commission and other city boards, commissions and agencies

The Office of Information and Complaints was established according to guidelines suggested by a human relations consulting firm and has been funded under the state Office of Economic Opportunity program called Action Now.

The position of Deputy City Administrator falls within the unclassified service of Civil Service.

Public Information Officer

Under the direction and supervision of the Deputy City Administrator and within the Office of Information and Complaints, a Public Information Officer acts as a liaison between the city and the public. Appointed by the Mayor with the advice and consent of Council, he is responsible for press relations, radio broadcasts by various officials and agencies and for publications, such as the Plainfield Quarterly, a newsletter, the first issue of which was sent to residents in November 1971.

Community Relations Program

The city government attempts to improve communications among the various groups within the city. In 1971 a Community Relations Training Program was offered to residents and city employees under the leadership of professional consultants. Sometimes meeting all day every day for a week, participants played a simulated society game, considered ways to make group discussion meaningful and debated a psychological approach called reality therapy.

Human Relations Commission

The Human Relations Commission is a long-standing body consisting of nine citizens appointed by the Mayor for overlapping terms of three years. As provided by the City Charter, the Commission advises and consults with city officials concerning proposed and existing municipal ordinances or resolutions, administrative directives, department policies, and appointments to boards. It attempts to foster procedures which will eliminate all types of discrimination and also renders advisory opinions on any complaint brought before the Office of Information and Complaints. The Commission organizes annually and meets regularly no fewer than 10 times per year.

The Mayor, with the advice and consent of Council and after consultation with the Human Relations Commission, appoints a Director of the Commission (salary range \$11,105 — \$14,437). This position falls within the classified service of Civil Service.

Corporation Counsel

The Corporation Counsel (salary per year \$12,000 plus such fees as are authorized by the Council) is the chief legal advisor to the Mayor, City Council, City Administrator and other officials. He is appointed by the Mayor, with the advice and consent of the Council, to serve during the term of office of the appointing Mayor and is subject to removal as provided in the Charter. He may appoint such assistants as provided by the Administrative Code.

Relations With Other Communities

By state law New Jersey cities may enter into contractual agreements to buy or sell services or to cooperate in supplying services or solving problems. Plainfield has entered into a number of such arrangements, for example, for fire protection, library service, railway service and flood control. In 1971 the city began to seek an extension of this concept in the area of education (see section on public education).

The Fire Division participates in a mutual aid system on a county basis and, in addition, has a more informal arrangement for working with adjacent communities not in Union County.

The Plainfield Public Library, as an officially designated area library, supplies back-up materials and services to libraries in 20 communities.

Among cooperative groups formed with other communities to discuss problems transcending local boundaries are

- Joint Meeting, a group which plans sewage disposal
- Mayors Committee of Union County, which is studying methods of waste disposal
- Green Brook Flood Control Committee



Financing Plainfield's Services

That it shall and may be lawful for the common council of said city to order and cause to be assessed and raised by tax, in any one year, such sum or sums of moneys as may be necessary for the support of the city poor, and such further sum not exceeding ten thousand dollars, as they shall deem expedient for the current expenses of said city.

So states the Charter of the City of Plainfield approved in 1872. In 1972 more than \$17 million is to be raised by taxation to support the budget for city government, the public schools and Plainfield's share of the cost of county government.

The State of New Jersey regulates the finances of local governments through the Division of Local Finance in the State Department of Community Affairs. The Division supervises preparation of the budget and filing of financial statements and audit reports.

The school budget-making process is described in the section on Public Education.

Steps in Adopting the City Budget

- The Mayor, with the help of the City Administrator, prepares the budget.
- The City Council reviews it at the end of January.

- The Council gives it preliminary approval at the first meeting in February and sends it to the State Division of Local Finance for approval.
- The budget is published in The Courier-News at least 10 days before the first Council meeting in March.
- At this first Council meeting in March a public hearing is held.

The Council approves the budget, then files it with the state and the Union County Board of Taxation, which computes the tax rate. If amendments are made, they are published, and another hearing is held on the amendments only.

Plainfield operates under a balanced comprehensive budget. The budget covers the calendar year and includes all revenues and expenditures based on estimates of the various city departments. Adoption of the budget is binding on the administration. Appropriation power is in the hands of the City Council. The Council may transfer budget items during the last two months of the calendar year.

Property Tax

The main source of income is the property tax which supplies approximately 82 per cent of Plainfield's revenue. The Union County Board of Taxation determines the tax rate by dividing the total amount to be raised by the amount of the assessed valuation.

Veterans receive a tax credit of \$50. Citizens over 65 years old receive a tax credit of \$160 if their income is under \$5,000 exclusive of Social Security payments or the equivalent in other federal pensions. Taxes are paid in four quarterly payments due on the first day of February, May, August and November.

All taxes collected by the local government are used locally except for the county tax.

Distribution of the Amount to be Raised by Taxation in 1972

Municipal government (includes school debt service and reserve for uncollected taxes)	\$6,104,540
Public schools	9,143,400
County	1,664,000
Tax deductions allowed	151,470
Total	\$17,063,410

Assessments

By state law the assessed value of all property is determined annually on October 1 of the pre-tax year. Since the value of most property does not change in one year, only property in which a change is indicated, such as by improvement or sale, is reassessed during the year. When a change in the value of a large portion of real estate is indicated, a complete revaluation is undertaken.

Property in the city was revalued in 1964 in preparation for 1965 taxes. The previous complete revaluation was in 1948. The 1964 revaluation was done under the supervision of the local Tax Assessor by a professional firm skilled in mass appraisal techniques. Buildings were measured against standards set on the basis of construction, condition, improvements, etc. Land value was based on an analysis of comparable vacant lots. For income-producing properties the value also included the capitalization of net income produced by the property. Total values were then compared and reviewed in light of recent sales to determine the final estimate of market value. Beginning in 1972 assessed valuation was set at 100 per cent of market value; before that it was 45.7 per cent of market value.

The 1972 assessed valuation of real property calculated on this basis is \$252,489,000.

Distribution of Real Estate Ratables, 1972

Property	Per cent of total
Residential	65.72
Apartment buildings and garden apts.	9.60
Commercial	19.81
Industrial	3.31
Vacant land	1.56
	<u>100.00</u>

**General Appropriations in the
1972 Municipal Budget**

General Government	\$ 795,901.00
Department of Administration and Finance	443,549.00
Department of Public Works	1,404,590.00
Department of Public Affairs and Safety	4,104,394.00
Unclassified Purposes	<u>524,174.29</u>
	\$7,272,608.29

Contingent Fund	\$ 10,000.00
Capital Improvements	16,000.00
Municipal Debt Service	289,134.00
Deferred Charges and Statutory Expenses	<u>812,786.96</u>
	\$1,127,920.96

Municipal Appropriation for Local District School Purposes (Debt Service)	\$ 856,453.12
Reserve for Uncollected Taxes	<u>1,133,003.08</u>
	\$1,989,456.20
TOTAL	<u><u>\$10,389,985.45</u></u>

Tax-exempt property had a total taxable value of \$65,250,000 in 1972. Such property includes schools, churches, government property, cemeteries, municipal

buildings and other city-owned property.

The books in the City Assessor's office are open to the public. Appeals from assessments may be taken at any time to the Tax Assessor. If agreement cannot be reached, an appeal may be filed with the County Board of Taxation on or before August 15. Further appeals may be taken to the State Division of Tax Appeals.

Commissioners of Assessments

Property assessments for regional city improvements such as street widening, paving, and sewers are determined by the Commissioners of Assessment who are independent of the Tax Assessor. The assessment is paid to the Collector-Treasurer over a specified period of time.

There are three Commissioners appointed for three-year terms by the Mayor with Council approval.

Anticipated Revenue for 1972

Source	Amount
Surplus revenue (amount left over from previous year)	\$ 525,000.00
Miscellaneous revenue	2,665,568.71
Delinquent tax receipts	750,000.00
To be raised by taxation	<u>6,449,416.74</u>
	\$10,389,985.45

Miscellaneous income includes such revenues as state aid, interest on investments, franchise taxes, gross receipts taxes, contract payments from other municipalities for the interceptor sewer, funds from the Housing Authority in lieu of taxes, contract payments from the Parking Authority, municipal court fines, building permits, and various licenses and fees. This revenue is collected by the appropriate city officials and turned over to the Comptroller.

State Aid for 1972 Includes

State Road Aid — Formula Fund	\$ 21,705.00
State Road Aid — Construction Fund	60,000.00
Railroad Tax	11,049.65
State Sales Tax Aid per capita	164,111.29
State Health Aid	38,671.48
State Aid — Housing Inspection	<u>12,000.00</u>

A federal grant appearing as revenue in the 1972 budget is \$222,119.29 under the Emergency Employment Act of 1971. Many federal grants do not appear in the municipal budget since federally-sponsored programs, such as Model Cities and Community Action-Plainfield, Inc., operate under independent budgets.

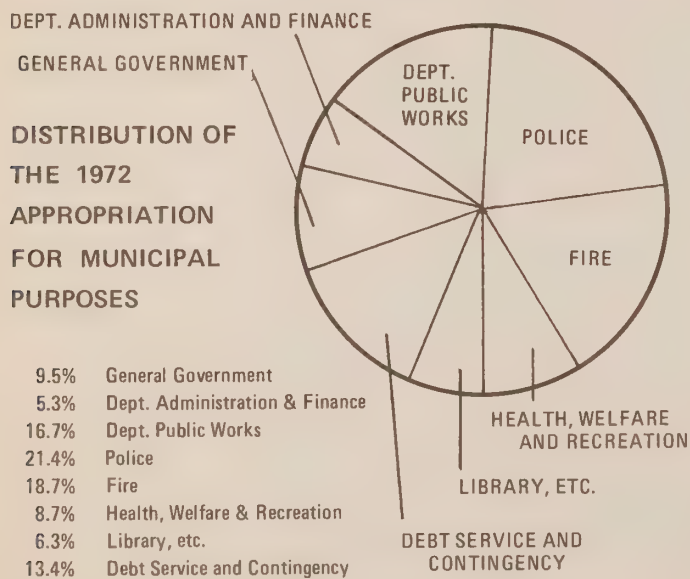
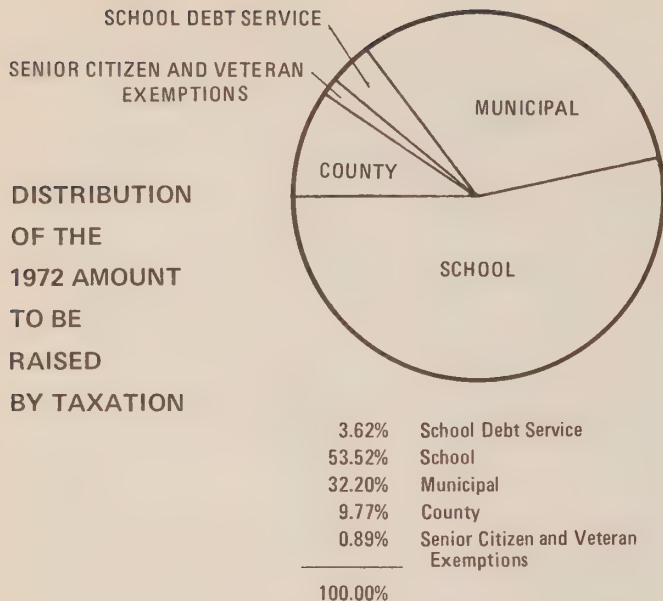
Dedicated revenues in the city are from federal and state grants for the public library, fees collected by the Division of Recreation to carry out its programs, and fees from dog licenses which are given to the Humane Society for services rendered. These funds are not part of the municipal budget and are used according to law for specific purposes.

Approval or pending programs for federal and state grants amounted to over \$4 million as of 1972. These grants cover varying periods of time.

City and School Debts

In New Jersey municipal indebtedness is incurred only for financing major long-range improvements. Borrowing to meet current expenses is illegal under state law. Plainfield does not borrow, as some communities do, in anticipation of tax collections.

The city's indebtedness was \$3,759,579 in 1972. The school debt was \$8,479,250. Municipal indebtedness is limited by the state to 7.5 per cent of the city's valuations of real property (average for pre-



100.00%

ceding three years). Of this, 3.5 per cent applies to city debt and 4 per cent to school debt. To finance city improvements, the City Council may issue municipal bonds within the 3.5 per cent debt limit. For school construction, the City Council must appropriate any amount requested by the Board of School Estimate so long as it does not increase total school debt beyond 1.5 per cent of assessed valuation. School debt beyond 1.5 per cent but not in excess of 4 per cent may be incurred at the Council's discretion. School debt beyond 4 per cent may be applied against the municipal debt limit of 3.5 per cent by the Council, or the Council may refer this decision to public referendum.

Exceeding the debt limit of 7.5 per cent either for school or for health and welfare purposes, requires a local referendum, consent of either the State Department of Education or the State Department of Health and the approval of the Division of Local Finance of the State Department of Community Affairs. A majority of the popular vote is necessary to pass such a referendum.

Plainfield is permitted by the State to issue both general obligation and revenue bonds. At present all of the city's bonds are general obligation serial bonds. A large portion of the revenue from the current bonds was used for construction of school buildings, the new library completed in 1968 and the new police headquarters completed in 1965.

The city debt in 1972 was \$3,759,579 or 1.33 per cent of equalized valuation and the school debt was \$8,479,250 or 3.01 per cent. Accordingly the total debt was 4.34 per cent.

The city's financial accounts are audited annually by an independent firm of registered municipal accountants. Their report is reviewed by the state Division of Local Finance.

The City Departments

The Department of Administration and Finance supplies funds, personnel, and working space and materials for city offices and services, and it keeps records of these matters.

The Department of Public Affairs and Safety includes the protective services (police, fire and health) as well as recreation and welfare.

The Department of Public Works and Urban Development supervises planning, zoning and code enforcement. It provides engineering and maintenance services and also includes the federally-financed Model Cities program and Neighborhood Development Program.

Each Department is headed by a Director appointed by the Mayor with Council approval who serves during the term of the appointing Mayor. Salary ranges for Directors in 1972 were \$18,090 to \$23,522.

Each Department contains Divisions; heads of Divisions report to the Director of the Department. Department heads appoint and may remove subordinate officers and employees subject to the approval of the City Administrator. An exception is the Director of the Division of Welfare in the Department of Public Affairs and Safety who is appointed by the Local Assistance Board.

As in all other New Jersey communities, education is not a direct function of the city government; the Board of Education is an autonomous body. Other important city functions which are not under direct supervision of the three Departments include the library, the Housing Authority, Community Action-Plainfield, Inc., and the Parking Authority.

Aerial view of City Hall.



Photo by Joseph Buscaino

- operation of a newly acquired city-owned printing press
- establishment of a centralized communications system (a single 24-hour telephone switchboard for city agencies and departments, manned by specialized operators)
- setting up a centralized system using sophisticated equipment for official correspondence and other written communication

Division of Audit and Control

The City Comptroller (salary range \$15,627—\$20,315) is the chief financial officer of the city. This Division keeps books, supplies accounting information necessary for preparation of the budget, has custody of funds, sells bonds, and administers the municipal debt.

Division of Assessments

The City Assessor (salary range \$10,577—\$13,749) maintains records of real property, a current tax map and records of changes in ownership or character of land.

Division of the Treasury

The Collector-Treasurer (salary range \$14,173—\$18,429) receives and collects property taxes, mails tax bills, and manages investments. He disburses funds upon authorization, maintains accounts of cash receipts and disbursements, and collects and accounts for parking fees. Another responsibility is bookkeeping of federal funds for Model Cities Neighborhood Development programs in accordance with state and federal requirements.

Division of City Clerk

The City Clerk (salary range \$12,856—\$16,712) supervises the keeping of official records, has custody of the city seal and, as clerk of the City Council, is responsible

Department of Administration and Finance

MANAGEMENT OF CITY OPERATIONS

ASSESSMENTS

OFFICIAL RECORDS

Boards and Committees

Commissioners of Assessments
Economic Development Committee
Safety and Accident Review Board

Division of Administration

The Director of this Division (salary range \$10,577—\$13,749) is responsible for efficiency and economy in providing city services. Recent concerns of the Division include:

- efficient use of computers belonging to the city (already used for student scheduling, tax billing, and monthly financial reports)

for taking minutes of meetings. He also registers voters, certifies vacancies, provides ballots, draws ballot positions, keeps voter records and performs other duties in relation to elections.

Division of Personnel

The Personnel Officer (salary range \$12,856—\$16,712) supervises recruitment, hiring and training of city employees, submits forms required by the New Jersey Department of Civil Service, maintains personnel records, and administers personnel training programs financed by the state and federal government. The Personnel Officer is Director of the federally-funded Public Service Careers Program and his salary is paid from the funds of this program.

Civil Service

City employees are under Civil Service except for those in certain positions specified in city ordinances or in state statutes. Unclassified positions are the elective offices, top administrators, department directors, directors of some divisions, and some of their secretaries.

New Jersey Civil Service Commission classifies jobs and prepares competitive examinations. When an opening is to be filled, an employee is chosen from the top three candidates who have successfully passed the examination.

Civil Service employees serve a three-month probationary period after which employment is permanent. Civil Service regulations determine causes for dismissal of permanent employees and procedures which must be followed.

Promotions are made by Civil Service examination which must be held when there are more than three candidates for a given position. If there are three or fewer candidates, permanent promotion may be made on recommendation of the

department head with approval of the City Administrator and the State Department of Civil Service.

City employees, including teachers, firemen and policemen, are members of state retirement systems. Employees and the city contribute to the systems.

The City Council approves wage and salary scales by ordinance for municipal employees with the exception of those employed by the Board of Education and other autonomous bodies.

BOARDS AND COMMITTEES

Commissioners of Assessments (discussed in previous section, Financing Plainfield's Services)

Economic Development Committee

This Committee advises the Mayor on matters of industrial and business development. It includes the Mayor, two City Council members and nine other members appointed by the Mayor with approval of the Council and the Director of the Department of Administration and Finance. Official members serve during their term of office, other members for three years.

Safety and Accident Review Board

This Board reviews accidents of city personnel to determine whether they are chargeable to the city. The Director of Administration and Finance is chairman. The Personnel Director is secretary. Members are Directors of Public Affairs and Safety and of Public Works or persons designated by them, the city's insurance advisor, a safety engineer named by the city's insurance carrier (non-voting), and five employee representatives recommended by employee associations and appointed by the Mayor.



Photo by Thomas J. Lowe, II

Department of Public Affairs and Safety

FIRE AND POLICE
HEALTH AND WELFARE
RECREATION

Committees and Boards

Advisory Committee on Traffic and Parking
Board of Public Safety (not functioning)
Civil Defense and Disaster Control Council
Crime Prevention Advisory Committee
Health Advisory Council
Independence Day Committee
Juvenile Conference Committee
Local Assistance Board
Recreation Advisory Committee
Youth Opportunity Council

FIRE DIVISION

The Engine Company of Plainfield was organized in 1827. The first fire engine, a used hand-operated pumper, was purchased for \$219. A fire alarm system was installed in 1890, fire hydrants two years later.

The Fire Division provides protection of life and property within the city, investigates causes of fires, and maintains a fire prevention and safety inspection service for Plainfield.

The effectiveness of Plainfield's fire protection system is exceeded by few municipalities in the state, according to a rating by the Fire Insurance Rating Organization of New Jersey. On the basis of standards established by the American

Insurance Association, the city is rated Class B. The rating is determined by these factors: operation, organization and performance of the fire division; size, age and condition of the water main system; fire alarm system; conditions of structures in the city and its building code and zoning ordinances. Fire insurance premiums paid by property owners are based on this rating classification. Only two municipalities in the state (East Orange and Newark) have been given a Class A rating. The criteria of manpower and water supply system have prevented Plainfield from receiving this top rating, but the Fire Chief is hopeful that improvements will merit it in the next evaluation.

Services of the Fire Division

The Fire Division includes the Administrative Section and the Fire Fighting Platoons.

The Administrative Section is responsible for investigations, inspections and training programs as well as general administrative duties. There are four units in this Section.

- The Training Officer, a captain, is responsible for basic training of all new men plus in-service training.
- The Investigation Unit, also headed by a captain, investigates causes of fires and develops community relations programs.



*Combatting a fire
on South Second Street.*

Photo by Thomas J. Lowe, I



*Fire Division
headquarters and
Fire Division
aerialscope.*



- The Fire Prevention Bureau enforces the Fire Prevention Code, carries out an educational program and issues division permits and licenses.

In addition, the Bureau supervises commercial, industrial and home inspection programs. The Bureau enforces the Fire Prevention Code which includes laws and ordinances regarding storage and use of explosives and flammables, installation of fire protection equipment, regulation of fire escapes and investigation of cause, origin and circumstances of fires.

- The Administrative Staff controls overall operation.

The Fire Fighting Section is responsible for extinguishing fires within the city limits and for protection of life and property. The Section consists of four 28-men platoons, each headed by a deputy chief. One platoon is on duty, one is on

call, and two platoons are off duty at all times.

The Fire Division began a Safety Patrol in late 1970 to provide additional protection for the community. Firemen patrol the city during the hours from 2 p.m. to 2 a.m. using four vans with pumps, rescue lights and fire-fighting equipment. The Safety Patrol is an expansion of the normal duties of firemen. Men work the Safety Patrol once every three shifts, receiving no additional salary for this duty. They carry no weapons and have no special powers of arrest other than the authority any citizen would have. During their patrol, firemen engage in fire prevention inspections and check regulations for fire safety at meeting places, business and industrial areas and public buildings. They also look for fires and fire hazards and possible criminal activity which is referred by radio to the Police Division.

Personnel of the Fire Division

The Fire Chief (salary range \$13,498—\$17,500) is chosen after promotion through the ranks of the Division and certification by the Civil Service Commission.

All members of the Division are recruited and promoted through state Civil Service competitive examinations. Qualifications for firemen are set by both state statutes and local ordinances. An applicant must be between 21 and 35 years of age, a citizen of the United States and must have resided within five miles of the fire headquarters for at least six months. He must be at least 5' 6" tall, weigh at least 135 pounds and be in perfect physical condition. Also he must be a licensed driver, a high school graduate or equivalent, and of good moral character.

In 1972 the table of organization of the Division provided for 33 officers, 93 privates and three civilians.

Rank	1972 Salary Range
4 Deputy Chiefs	\$12,244 – \$15,916
9 Captains	11,105 – 14,437
19 Lieutenants	10,073 – 13,097
93 Privates	8,701 – 11,317

New firemen begin with a basic training course of from four to six weeks under supervision of the training officer. After this instruction the new member is assigned to a company and receives continuous in-service training which consists of an average of 12 hours per month throughout the year for each man.

Headquarters and Equipment

Headquarters Station is located at 315 Central Avenue; Number 3 Engine Station is housed at W. Third and Bergen Streets; and Number 4 Engine Station is at 1015 South Avenue. Two additional stations have been recommended by the Fire Chief to be located in the northeast and south-central sections of the city.

In service in 1972 were four 1000-gallons-per-minute pumping engines and two aeriscopes (mechanically operated, extendable fire ladders mounted on trucks). In reserve were two 1000-gallons-per-minute pumping engines and an aerial ladder truck. All equipment is replaced within a 20-year period.

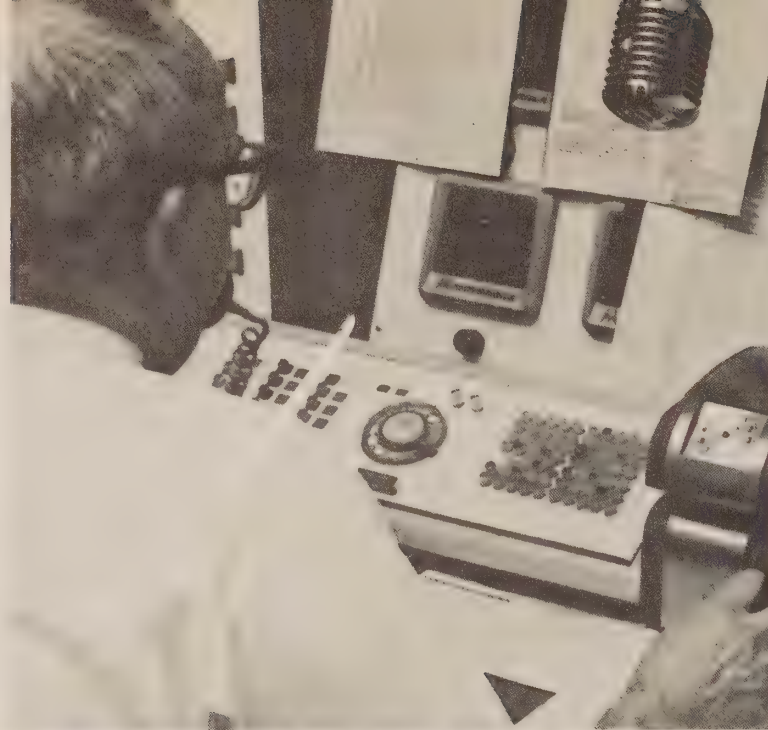
New Jersey law provides for a mutual aid system on a county basis. In addition, the Plainfield Fire Division has an informal agreement with South Plainfield, North Plainfield, Dunellen and Piscataway for joint assistance.

Budget of the Fire Division

The 1972 city budget allocated to the Fire Division \$1,510,269 for salaries, \$60,567 for other expenses and \$120,000 for fire hydrant service.



*From 2 a.m. to 2 p.m.
Fire Division
Safety Patrols check
for fire hazards
and other threats
to safety.*



*Receiving and
dispatching
Police Division calls.*

POLICE DIVISION

Plainfield police protection has expanded from the original chief and two assistants authorized by the Common Council in 1870 to the present authorized force of 125 policemen. A force which started with 18 pea whistles has become a Division which required an operating budget of \$1,847,000 in 1971. Equipment consists of more than 25 motorized vehicles of various types plus the latest in automated and mechanized apparatus including special devices for detecting radioactivity.

A 10-month study by the International Association of Chiefs of Police was commissioned by the City Council at a cost of \$16,000. The report, released in June 1971, made some 200 recommendations for improvement in organization, management, manpower and community relations.

Changes made during 1971 in line with IACP recommendations include

- adoption of a new Table of Organization
- increased enrollment of force members in advanced management schools
- additional manpower for the Investigations Division and the Juvenile Bureau
- making tools available to residents for etching names on belongings to make theft less likely
- a "ride along" program, making it possible for residents to accompany policemen on their rounds

The IACP continued to submit monthly reports during the evaluation period ending June 1972. Based on recommendations at that time, major decisions may be made. Of particular concern are the relationship of the Division to the Department of Public Affairs and Safety and the title and function of the head of the Division.

*Walking the beat
in the
business area.*



Services of the Police Division

There are four Bureaus under the Chief: the Administration Bureau, the Uniformed Bureau, the Criminal Investigation Bureau and the Services Bureau, each headed by a Captain.

Administration Bureau

Established as a result of IACP recommendation, this Bureau is responsible for management activities, such as planning, research and development, training, inspections and police-community relations.

Uniformed Bureau

Charged with the basic police responsibilities of protecting life and property, preserving peace and preventing crime, the Uniformed Bureau includes the Patrol Section, Special Enforcement Section and Traffic Section.

The Patrol Section is responsible for 24-hour patrolling of the city, preliminary investigation of complaints and enforcement of laws and ordinances. The city is divided into seven patrol car districts, and there is an additional backup car during peak periods of requests for police services. There are foot patrol beats and officers are also assigned to motor scooters to permit rapid patrolling of the business areas.

The Special Enforcement Section is a mobile patrol force which can be deployed effectively in crime and accident suppression.

The Traffic Section reviews traffic accident reports as submitted by patrol personnel, prepares statistics on traffic accident and traffic law enforcement, and maintains a traffic safety and education program. The Section also is responsible for supervision of school crossing guards and for installation and maintenance of traffic control signs, signals and markings.

Photo by Michael Slovits



Police officer demonstrating finger-printing technique.

Criminal Investigation Bureau

The Criminal Investigation Bureau is composed of the General Assignment Section, the Youth Section and the Vice Section.

The General Assignment Section completes investigations of all crimes, prepares cases for court, serves warrants, conducts surveillance where law violations are suspected, and makes many of the arrests.

The Youth Section was formed in 1963 to investigate juvenile offenses, handle juvenile court appearances, and carry out crime prevention programs. All youthful offenders confer with a member of the Section, usually with their parents present. After the investigation is completed, formal complaints can be filed with the Union County Juvenile and Domestic Relations Court.

Crime prevention programs include working with youthful offenders and their parents to prevent repetition of the offenses and cooperating with other agencies such as schools, the Recreation Division, Union County Probation Department, the Union County Bureau of Children's Services and the Youth Guidance Council as well as with local businessmen.

Services Bureau

The Services Bureau includes the Information Section and the Jail and Property Section. The Information Section receives complaints and calls for services, maintains radio communication between headquarters and field units and is responsible for organization and maintenance of records. Civilians classified as police aides are hired and trained for this service.

The Jail and Property Section, established as a result of an IACP recommendation, is responsible for booking prisoners and performing custodial duties related to the care and custody of prisoners.



Personnel of the Police Division

Appointments and promotions in the Division are made after competitive examinations conducted by the New Jersey State Civil Service Commission.

Qualifications for policemen are set by both state statutes and local ordinances. An applicant must be between 21 and 35 years of age, a citizen of the United States and must have resided within five miles of police headquarters for at least six months. He must be at least 5' 8" tall, weigh at least 135 pounds and be in perfect physical condition. Also, he must be a licensed driver, high school graduate or equivalent and a person of good moral character. In addition, tests are given to applicants to determine attitudes and psychological fitness.

Rank	1972 Salary Range
Chief of Police	\$13,498 — \$17,550
4 Captains	12,244 — 15,916
8 Lieutenants	11,105 — 14,437
14 Sergeants	10,073 — 13,099
6 Detectives	8,701 — 11,317
79 Patrolmen	8,701 — 11,317

A Police Cadet program is designed to encourage youths of the city to become police officers. Four young men between 18 and 20 years of age are employed in a training capacity. They work throughout the Division in all Bureaus, participating as observers in all facets of police work. As part of the program they may continue their education in college.

Civilian personnel of the Division include a staff assistant, clerks, maintenance custodians, school guards and a matron. In 1972 the Division employed 60 civilians, 38 of whom were school traffic guards.

Police Headquarters and Equipment

The Plainfield Police Division moved into its present headquarters building at the intersection of Watchung Avenue and East 4th Street in 1965. In addition to the Police Division offices, the building contains the office of the Director of Public Affairs and Safety, the Municipal Court, Violations Bureau, city jail, a booking area, a police garage, a police library, a classroom, an indoor pistol range, a police "muster" room (where officers gather for roll call and assignment) and the Civil Defense Control Center.

The city jail is used for detention of those prisoners awaiting bail, bond, or appearance in court. There are 11 individual cells of which three are for women. Two large multi-purpose jail rooms can be used to hold a larger number of prisoners. All prisoners requiring more than temporary detention are transferred directly to the Union County jail in Elizabeth. Juveniles are sent to the Juvenile Center in Elizabeth for detention.

Budget of the Police Division

The 1972 city budget allocated to the Police Division \$1,625,894 for salaries and \$163,568 for other expenses.

Municipal Court

As a branch of the state-wide uniform court system of New Jersey, the Municipal Court has jurisdiction over criminal and traffic offenses committed within the city limits of Plainfield. Regular court sessions are held each Monday and Thursday at 9:30 a.m. in the Municipal Courtroom located in the police headquarters building. An evening session is held Mondays at 7:30 p.m. to hear uncontested traffic matters.

The Court handles motor vehicle violations and offenses such as violations of

*The Minicipal Court is housed
in the same building
as the Police Division.*

The Assistant Corporation Counsel acts as prosecutor in the Municipal Court.

The 1972 city budget allocated to the Municipal Court \$51,975 for salaries and \$10,210 for other expenses.

Income from fines and costs paid to the Municipal Court in 1971 was \$166,592.

Juvenile Conference Committee

The Juvenile Conference Committee assists in the work of the Union County Juvenile and Domestic Relations Court. This five-member Committee meets directly with children and their parents upon referral by the Judge, the schools or a social worker. After the conferences, the Committee makes recommendations for rehabilitation. It is aided in its investigation by a part-time social worker. The Judge of the Court appoints members of the Committee from residents of the city who are working directly with young people.

Until recent years a Youth Guidance Council, still included in the city ordinances, coordinated the work of community organizations concerned with children and young people. These functions now have been assigned to federally-funded programs under Model Cities and Community Action-Plainfield.

*A patrolman as seen
through the eyes
of a citizen
taking part in the
"Ride Along" program.*

Photo courtesy of Plainfield Area Chamber of Commerce



local ordinances (health, dog licensing, building or zoning, etc.) and offenses under the state Disorderly Persons Act (gambling, assaults, non-support, etc.). It also acts as preliminary hearing agent to determine if there is sufficient evidence to hold the accused for the Grand Jury in such crimes as murder, robbery and arson.

Municipal Court decisions may be appealed to the Union County Court in Elizabeth. This must be done within 10 days of conviction. Cases involving offenders under 18 years of age are tried by the Union County Juvenile and Domestic Relations Court. In 1972 this court was scheduled to begin holding sessions in Plainfield, eliminating the need for participants to travel to Elizabeth. Traffic offenses by juveniles who have New Jersey driver's licenses are handled by the Municipal Court.

The magistrate who presides over the Court is appointed by the Mayor with approval of the Council and serves for a

three-year term. He must be a resident of Plainfield and a practicing attorney with his office in this city.

The Clerk of the Municipal Court is appointed by the City Council under Civil Service. Deputy clerks also may be appointed by the Council when needed. The Clerk is responsible for maintaining court records and is in charge of the Violations Bureau, which collects parking and traffic fines.



Bureau of Signal Systems

The Bureau of Signal Systems installs, maintains and inspects all police and fire alarm equipment and traffic control equipment in the city. The Bureau also is responsible for the city's civil defense siren system and all electrical systems in public buildings.

The 1972 city budget allocated to the Bureau \$49,249 for salaries and \$22,725 for other expenses.

Bureau of Civil Defense and Disaster Control

The Civil Defense Council is responsible for the city's readiness to meet disaster and emergency situations. It is a 15-member organization representing a cross-section of all areas of official groups concerned with such protection. Members of the Council and its Director are appointed by the Mayor. In the event of a major disaster, the Council must be ready to activate the city Civil Defense and Disaster Control Center located in Police Headquarters. This communication system permits the Council to coordinate activities of all protective agencies, such as fire, police, rescue, Red Cross, welfare and hospital, as well as public utilities, transportation and recreation facilities.

Throughout Plainfield certain buildings display the orange and black sign with the C-D symbol which designates them as public shelters.

The Council's activities are financed through the municipal budget and matching funds received from the Federal government.

The 1972 city budget allocated \$2,690 to the Bureau. No paid personnel functions solely for the Bureau. At the present time the Director of the Department of Public Affairs and Safety functions as Director of the Bureau.



HEALTH DIVISION

The Health Division plans and administers a public health program, enforces local health ordinances and the state Sanitary Code and compiles vital statistics.

Its laboratory analyzes samples taken from drinking water, milk, ice cream, swimming pool water and eating utensils in restaurants. The Division keeps records of births, deaths, and marriages and statistics on population, still-births, infant mortality and diseases.

Health Advisory Council

The Health Advisory Council consists of five members appointed by the Mayor with the consent of the City Council. Each member serves without pay for a term of five years. The Administrative Code provides that at least two of the members must be practicing doctors of medicine. The Council makes recommendations to the Mayor and City Council.

Health Division Services

There are five major service areas within the Division: Administration and Supporting Services, Environmental Sanitation, Communicable Diseases, Maternal and Child Care, and Chronic Illnesses.

Administration and Supporting Services

Administration and Supporting Services include general administrative activities, health education, laboratory service, public health nursing, and vital records and statistics. Records are on file for births since 1873, for marriages since 1887 and for deaths since 1880. These are permanent records and are never destroyed. "Certified Certificates" (copies acceptable for legal purposes) are furnished for \$2 each.

Public health statistics which can be obtained from these records include such

figures as the number of births in certain areas by street and causes of death by area, age, or racial group. These statistics are used to measure the extent of public health problems and to formulate an approach to their solution or control.

Environmental Sanitation

Environmental Sanitation services include air sanitation, labeling of hazardous substances, and control of insects, rodents, ragweed and poison ivy. The Section is also responsible for inspection of restaurants, retail food establishments, housing, plumbing and potable water supplies. In addition, the Section supervises sewage and solid waste disposal. The city's three sanitary inspectors are in charge of environmental health services.

Water is supplied to Plainfield residents by the investor - owned Elizabethtown Water Company. Water sources are the Raritan and Millstone Rivers, supplemented by the state-owned Spruce Run and Round Valley Reservoirs, the Delaware-Raritan Canal, and deep wells. The river water is purified by treatment with alum, carbon, and chlorine; the well water needs only a small amount of chlorine for purity. Periodic tests of all sources of water are made by company technicians, local inspectors, and by the State and Federal Public Health Service. A water shortage in the 1980's was predicted in a 1971 report of the Army Corps of Engineers, but the Elizabethtown Water Company believes that the varied sources for water in this area assure continued adequate supply.

Air quality is controlled by the local Sanitary Code and air pollution laws of the State Department of Health. Individuals and business establishments causing air pollution must comply with an order from the Health Division to correct the violation or be subject to fine.

Household sewage and industrial waste are carried through a system of underground pipes (sanitary sewers) and rain water is drained through a separate system of storm sewers. Installation and maintenance of pipes are under the direction of the Department of Public Works. Sewers and pumping stations are part of a joint collection system under the authority of the Middlesex Joint Meeting, comprised of the municipalities of Plainfield, North Plainfield, and Dunellen. All sewage must be treated in a sewage disposal plant which must conform to rules and regulations established by the State Department of Health.

Private scavengers dispose of garbage and rubbish in sanitary landfills outside the city. They are licensed by the state Public Utilities Commission. Collectors who pick up waste paper, cardboard, etc., but no garbage, obtain their licenses from the City Clerk.

A municipal refuse transfer station was approved by the City Council in 1972. At Rock Avenue between Myrtle Avenue and Green Brook Road, the station may be used by residents at a charge of \$1 per load.

The Division of Health, together with the Division of Code Enforcement, has the responsibility for sanitation inspections in multi-family dwellings. Notices of correction and court summonses may be issued.

The Public Officer, who enforces the property maintenance ordinance, works in close cooperation with the Health Division to maintain safe housing.

Plainfield has a state-funded Urban Rodent and Insect Control Project, the purpose of which is to eliminate health hazards caused by rodents and insects and to improve overall sanitary conditions in the city. Project personnel come from the Division of Health and Department of

Public Works. Health Division personnel are a Project Coordinator, a Health Aide Supervisor, and several aides, exterminators and clerks.

The Urban Rodent and Insect Control Project combines state and local resources to improve neighborhood environmental conditions, provide rodent and insect extermination, improve code enforcement, provide citizen education and employment, and evaluate the effectiveness of the project. For further information about the program, see the section on Public Works.

The Health Officer sits on the Technical Coordinating Committee and the Policy Committee which were established to support the project. The first committee is responsible for administrative coordination of all city agencies and departments involved in the project; the second is

responsible for initiating and reviewing policies governing the project.

Communicable Diseases

Communicable Diseases Services is responsible for control of serious communicable diseases, rabies control, venereal disease control and immunization clinics. The communicable disease control program and the venereal disease clinics are operated by the Visiting Nurse Association on a contract basis.

The Health Division is the dispensing agent for preventive serums provided by the State Department of Health. These serums are issued to any local doctor upon request to be used for residents who are unable to pay for such material.

Maternal and Child Care

Maternal and Child Health Services include dental health care for children,

prenatal care, examinations of school-age children, and infant and preschool children's clinics. These services are available to persons unable to afford private care.

Chronic Illnesses

Chronic Illness Services has the responsibility for mental health care and alcoholism control.

Health Division Personnel

The Division is headed by a Health Officer (salary range \$14,882—\$19,350) selected by the head of the Department of Public Affairs and Safety and the City Administrator. The Health Officer must have a college degree in the field of public health, be a licensed health officer and have full-time experience in a state or local public health organization.

*Netherwood Building
of the Elizabethtown
Water Company,
1341 North Avenue.
The pumps, wells and
valves in the system are
operated from this
telemeter control center.*



Photo courtesy of Elizabethtown Water Company

WELFARE DIVISION

Health Division personnel include sanitarians, a plumbing inspector and a laboratory technician, all of whom are licensed by the New Jersey Department of Health.

The Mayor and City Council contract for the services of a city physician. He cares for sick persons as requested by the Health Officer or the Director of Welfare and carries out examinations of city employees. He also cooperates with the Police Division and the Municipal Court in making physical examinations and in testifying in legal cases when requested.

Private physicians from the local medical society assist in staffing public clinics when held.

The New Jersey Health Officers Association and the Sanitarians Association provide in-service education of public health personnel.

Budget for Health Division

Plainfield has received funds from the State Health Department since the inception of State Health Aid in 1967. The amount of aid is based on a formula which includes population, ratables and the amount of local money spent. State Health Aid for 1972 was expected to be \$38,871.

The 1972 Plainfield budget appropriated for the Health Division \$66,241 in salaries and \$15,657 for other expenses. In addition, an appropriation of \$45,000 was made to the Visiting Nurse Association for services provided to Plainfield residents by contract with the Health Division.

Allocations for the five service areas in the 1972 budget for the Division were

Administration and Supporting Services	\$56,959
Environmental Sanitation	39,345
Communicable Diseases	9,000
Maternal and Child Health	50,500
Chronic Illness	9,307

Most public welfare services are provided by state and county agencies (see section on Union County Welfare Board). The City of Plainfield is responsible for providing general assistance and services to those who do not qualify for aid through the Union County Welfare Board.

The Welfare Division operates according to state laws in administration of municipal aid. The New Jersey State Division of Public Welfare of the New Jersey Department of Institutions and Agencies sets standards for investigations, grants, and records, requires reports and audits municipal welfare expenditures.

Power to set policy for the local welfare program, subject to state authority, is vested in the Local Assistance Board by state law. The Board has five members appointed by the Mayor and approved by the City Council. One must be a woman and one is usually a Council member. Members are non-salaried and serve for four years, except for the Councilman who serves for one year.

Director of the Welfare Division

The Director of Public Welfare (salary range \$11,105–\$14,437) is appointed by the Local Assistance Board for a five-year period. State law requires the Director to be a college graduate with a major in social science or psychology and to have at least two years experience in a public or recognized private welfare agency, including one year in a supervisory capacity.

Services of the Welfare Division

The Welfare Division evaluates need for assistance and reappraises each case monthly. Recipients of aid are helped to become self-supporting. Where this is not possible, other sources of public or private support are sought.

Following the Division's approval, hospital payments for eligible patients are paid

by the City to Muhlenberg Hospital or another hospital depending on the individual's needs. Welfare staff may also refer applicants to state and county institutions or to private agencies for mental health, correction, and social welfare.

The Division makes available the following services to all members of the community: counseling and assistance with nursing home placement, commitment to mental institutions, funeral arrangements, and counseling for domestic problems. A prime service function of the Welfare Division is to act as a referral center directing persons in need of assistance to the proper public or private agencies. The Welfare division works in close cooperation with other social service agencies and often is consulted by the courts, police, schools and churches.

Costs of Welfare

In 1971 the city spent approximately \$105,000 in welfare payments. The State Division of Public Welfare reimburses the city for 80 per cent of the costs of payments except for any which are not covered by state regulations. This contribution is expected to reach the full 80 per cent for 1971, approximately \$84,000.

Only \$1,000 was included in the city budget for welfare payments in 1971 and an equal amount for 1972. This was possible because a surplus from previous years, earmarked for welfare and not transferable to other uses is invested and yields interest.

Recipients of aid from the Welfare Division are sometimes able to refund the Division for the amounts they have received since this aid is frequently of an emergency nature, providing funds until payments from other sources are received.

The 1972 City budget allocated to the Welfare Division \$72,208 for salaries and \$2,325 for other expenses.



Saturday morning program sponsored by the Recreation Division.



Photo by Paul Walshin

RECREATION DIVISION

The Recreation Division, first formed in 1923, has responsibility for administering city playgrounds and recreational facilities, sponsoring cultural and recreational programs, and maintaining facilities used or managed by the Recreation Division.

Recreation Advisory Committee

The Recreation Division has an Advisory Committee of nine citizens appointed by the Mayor with the approval of the City Council. Members of the Committee serve without pay for three-year terms, one term expiring each year.

The Advisory Committee recommends policies and programs to the Division. It clears all proposals for land acquisition through the Planning Board.

Instruction

The Recreation Division in cooperation with the Board of Education sponsors the Plainfield Adult School, a non-profit, community enterprise. Almost any course will be scheduled for which there is adult student interest and for which an expert instructor can be found. Courses range from Stocks and Bonds to Acrobatics to Dog Obedience Training. For further information see section on Public Education.

The Division offers a variety of 10-week classes for children between the ages of six and 15 for a nominal fee. These are held on Saturdays at Maxson School.

Playgrounds and Other Facilities

- Seidler Field Playground at Garfield and North Avenues which includes a field house and storage building.
- Plainfield Avenue Playground and center, West Third Street and Plainfield Avenue. The center is a small building providing year-round supervised crafts, social programs and clubs from 3 to 10 p.m. on weekdays.

- F.S. Mathewson Playground, West Third Street and Monroe Avenue, named after the first Superintendent of Recreation in Plainfield.
- Rushmore Avenue Playground, West Third Street and Rushmore Avenue.
- Madison Avenue Playground, Madison Avenue and West Second Street.

All of these playgrounds are open after school from the end of April until the beginning of the summer programs, and again after the closing of the summer programs until the end of September. The Division also works in cooperation with the Board of Education in using school facilities for the recreational needs of Plainfield young people.

During the summer months, programs are operated on weekdays at the Division areas, Cedar Brook Park and the following schools: Barlow, Cook, Clinton, Woodland, Lincoln, Jefferson and Bryant. Supervised play, crafts and athletics are offered. Special activities include creative dramatics, a traveling zoo, physical fitness programs, treasure hunts, puppet shows, nature hikes and a reading program. A program for the handicapped is offered at Emerson School.

Programs end with Family Nights at the various playgrounds. Parents and friends are invited to see exhibitions, plays, baton twirling and talent shows put on by the children.

Leagues in baseball, softball, touch football and basketball are organized and scheduled during their seasons. These leagues are organized so that a boy, from the age eight on, can fit into an organized league in any of these sports. Skeeter basketball and grid kid football, open to boys eight to 12, teach youngsters the basic fundamentals of these games. In addition, adult ball teams are organized and golf leagues are sponsored. The Division of Recreation tennis courts at the high school



Photo courtesy of The Courier-News

field site are open to all during the tennis season for a small fee; tournaments for all age classifications are held.

Swimming, Skating and the Olympics

Two permanent pools are located at the Plainfield Avenue Playground. The main pool at Plainfield Avenue is 75' x 42' with a depth of 3' to 10½'; the intermediate pool is 42' x 35'. There are two portable pools located at Seidler Field and Rushmore Avenue with dimensions of 75' x 40'. There is also a spray wading pool located at the Plainfield Avenue Playground.

In its instruction program, the Recreation Division utilizes swimming facilities at the Plainfield High School and the Union County pools at Rahway and Linden, as well as the YWCA and YMCA pools.

There is supervised skating at Cook School Pond, Seidler Field, and Rushmore Avenue field when conditions permit. Skating at Cedar Brook and Green Brook is under Union County Park Commission supervision.

The Olympics is an annual event held at the high school field which attracts hundreds of children and adults.

Theater and Music

Area Little Theater groups and the high school drama department comprise the Plainfield Area Little Theater Council which sponsors activities such as drama tournaments, summer outdoor theater productions in Cedar Brook Park, drama workshops, playwriting contests and an Arts Festival. There is an annual Junior Drama Tournament in April. The Council co-sponsors the Creative Dramatics program in the Plainfield playgrounds.

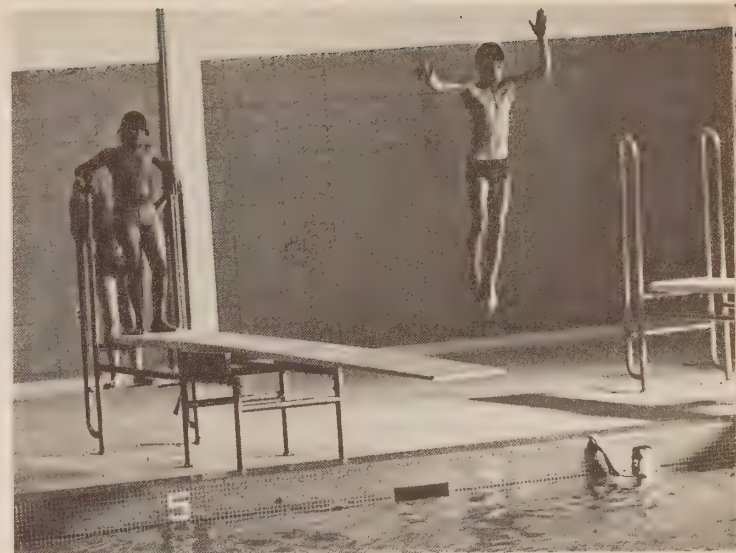
Each summer eight free public band concerts by the Plainfield Community Band are held Tuesday evenings on the steps of the Plainfield Public Library. The Band is a volunteer group of adults and youths.

Activities Outside the City

Outward Bound, Inc., is a nonprofit national organization whose purpose is to "strengthen individual character and capacity for service by providing youth from varying religious, racial, and educational backgrounds with opportunities to meet searching natural challenges together and when alone."

Map reading, mountain climbing, navigation, meteorology and a 3-day solo survival test are included in the boys' schedule.

The organization awards scholarships for a 26-day period at the Denver, Colorado, school to Plainfield boys between the ages of 16 and 23. The Recreation Division assists the boys with their applications, sets up physical examinations with local physicians and arranges for air flight and transportation to and from the airport. A Division employee interviews the candidates and stimulates interest in the organization.



Saturday morning program at the Plainfield High School swimming pool.

Pool at the Plainfield Avenue Playground.



Photo by H.P. Lambert, courtesy of the Recreation Division



Scene at an annual Fourth of July parade.

Saturday morning program.



Photo by Thomas J. Lowe, II

During the summer months, the Mayor's office arranges for free trips to the shore and other recreational areas. Each playground may send about 20 children and a leader to one of these outings. A special trip is reserved for the boys and girls who act as Junior Leaders on the playgrounds during the summer.

Teenage Activities

A Teen Center is open for nine weeks starting at the end of June in the Maxson School gymnasium. It is open from 1 p.m. to 10 p.m., Monday through Friday, and on Saturdays from 7 p.m. until 11 p.m. Four staff members are assigned to conduct a variety of games, contests, special events and recreational trips. Over 600 boys and girls were registered members of the Center in 1971; the average weekly attendance was 2,200.

A Youth Merit Award is given annually. Nominations are made by groups throughout the community and selection is made by special committees.

For Shut-Ins

The Executive Board of Women of the Shut-In Council meets monthly in City Hall to plan such projects as sending monthly letters to more than 150 elderly shut-ins, making personal visits and giving a party on Shut-In Sunday in June.

Fourth of July Celebration

The Central Jersey Fourth of July parade, which takes place in Plainfield, attracts an estimated 100,000 spectators. Six surrounding communities participate together with Plainfield: Fanwood, Green Brook, Middlesex, North Plainfield, Scotch Plains and Watchung. The celebration includes band concerts and an aerial fireworks display.

Arrangements are made by the Independence Day Committee, composed of seven members from Plainfield and surrounding communities. Appointed by the Mayor with Council approval, they serve for three years.

In addition to encouraging participation of area organizations in entering floats, caravans and marching units in the parade, the committee solicits funds to supplement the amount budgeted by the City Council. In 1971 \$2,958 in official city funds was spent for the celebration.

Other Holiday Celebrations

Halloween parties for preteens and teenagers are held at Plainfield Avenue Community Center, at a junior high school dance at Woodland School, and at a senior high school dance at Cedarbrook School.

Answers to letters left in the Santa Claus mailbox are mailed to approximately 1,500 area children, including 46 elementary school classes. Area school children and Girl Scout troops assist with secretarial work.

Sports Equipment for Groups

"Picnic kits" containing equipment for playing horse-shoes, volleyball and baseball are available from the Recreation Division to organizations for a rental fee of \$1.

Personnel and Budget of the Recreation Division

The staff is headed by a Superintendent (salary range \$12,856-\$16,712) and an Assistant Superintendent (salary range \$11,105-\$14,437).

The 1972 city budget allocated to the Recreation Division \$211,087 for salaries and \$26,535 for other expenses.

Sketch by Lois Goss Scheller



*Railroad embankment
at Park Avenue,
a project of
the Beautification Committee.*

Department of Public Works and Urban Development

PLANNING, ZONING AND CODE ENFORCEMENT

NEIGHBORHOOD DEVELOPMENT PROGRAM

ENGINEERING AND MAINTENANCE

Boards and Committees

Beautification Committee

Board of Adjustment

Board of Appeals

Citizens Advisory Committee

Local Planning Agency

Planning Board

Urban Rodent and Insect Control Committee

Division of Engineering

The Director of this Division is the City Engineer (salary range \$18,090-\$23,522) who provides engineering services to all city departments and agencies, supervises public works, and directs the Urban Traffic Operations Program to Increase Capacity and Safety (TOPICS).

The TOPICS program, sponsored by the U. S. Department of Transportation, is designed to reduce traffic congestion and increase safety.

The City Engineer may be and currently is designated Deputy Director of the Department of Public Works with general authority over the Division of Public Works as well as the Division of Engineering. The two divisions have approximately 70 employees.

The Division maintains 114 miles of sanitary sewers, 45 miles of storm sewers, 100 miles of paved streets and six miles of unpaved streets. County roads within Plainfield are maintained by Union County (Terrill Road, East Front Street from Terrill Road to Watchung Avenue, East and West Seventh Street, and Park Avenue from Ninth Street south to the city line). That part of Route 28 (South Avenue) which runs through the city is maintained by the city.

Division of Public Works

The Public Works Superintendent (salary range \$10,073-\$13,097) serves under the Deputy Director of the Department, the City Engineer.

Within the Division are the following Bureaus: Streets, Signs and Markings, Sewers, Pumping Stations, Shade Trees, Sanitation, Public Buildings, and City Garage.

The Bureau of Streets maintains and repairs streets. It removes snow, ice and leaves from streets and removes weeds from city-owned lands. The Bureau of

Signs and Markings is responsible for maintenance of traffic signs, road markers and lines, and street name signs.

The Bureau of Sewers cleans and repairs city storm and sanitary sewers. The Bureau of Pumping Stations maintains three stations.

Plainfield was one of the first municipalities in the United States to install sewage collection and disposal facilities. The city's sewers and pumping stations are part of a regional collection system called the Joint Meeting of Plainfield, North Plainfield and Dunellen. This body, formed in 1910 by action of the state legislature, also serves (by contract) five other communities. It operated a sewage disposal plant until 1958 when the new sewage treatment unit of the Middlesex County Sewerage Authority began operation.

This Authority was created in 1950 and Plainfield became a member in 1953. In addition to a treatment unit in Sayreville, the Authority has a new trunk sewer main and an outfall extending into Raritan Bay. These facilities serve 13 communities and eight industrial firms. Members share in expenses according to the extent of their use of facilities.

Other Services of the Public Works Division

The Bureau of Shade Trees maintains approximately 30,000 city-owned trees which are trimmed and sprayed periodically. Dangerous, diseased or dead trees are removed and approximately 200 trees are planted annually. A homeowner may make a written request to the Bureau to plant a tree in front of his house on city-owned property adjacent to the street.

Since 1967 a voluntary group, the Beautification Committee, has supervised landscaping of 14 parcels of city-owned land and maintained each area from April



Tree care by the Division of Public Works.

through October. A current project is planting shade trees along Park Avenue. Individuals and groups are invited to memorialize persons or events by donating funds for purchase of trees and appropriate markers. On a limited scale the Committee offers a consulting service to private property owners and also carries on a continuing crusade against litter.

The Bureau of Sanitation maintains the City Refuse Holding Area and provides limited trash pickup service during the leaf-raking season.

The Bureau of Public Buildings performs routine maintenance chores as well as such skilled work as carpentry, electrical installation, air-conditioning installation and similar skilled work. The Bureau of City Garage maintains city vehicles other than those of the police and fire divisions.

Division of Planning

This Division makes recommendations for development and redevelopment of the city. It undertakes studies, keeps track of relevant published information about the city, develops recommendations proposed in the Comprehensive Development Plan (the city's master plan) and coordinates new projects and programs initiated by city agencies. It cooperates with the Mayor's Citizens Advisory Committee, the school system and with private agencies and organizations to inform the public about problems facing the community and possible solutions. The Division has studied the effect on Plainfield of zoning practices in surrounding communities. Among its other specific current concerns is the need for improved public transportation.

In addition to supervision of the foregoing responsibilities, the Planning Director (salary range \$12,603-\$16,383) assists the Director of the Department in preparation of the Capital Budget and maintains

a continuing review of federal and state aid programs of interest to the city. (In 1972 the city contracted with a specialist in urban aid in Washington to represent its interests there.) The Planning Director also maintains contact with state, county and area planning organizations.

Planning Board

The Board was established in 1946 according to state laws. Its powers, strengthened in 1953 by additional state legislation, continued unchanged in the City Charter of 1968.

The Planning Board makes policy for the guidance of the Division, administers the Comprehensive Development Plan and the Land Subdivision Ordinance, and acts as the zoning commission for the city.

The Board is composed of seven members with four alternates to ensure a quorum at meetings: the Mayor and a city official who serves a four-year term coinciding with the Mayor's term of office, a member of the City Council chosen annually by the President of the Council, and four citizen members appointed for four-year terms.

Comprehensive Development Plan

(See map in pocket on back cover)

This is Plainfield's master plan. Its purpose is to guide development of public policy on use of land and provision of services and facilities. Developed with the help of professional consultants and adopted by the Planning Board in 1970, it includes proposals to revitalize the central business district, to establish neighborhood business centers, to develop additional light manufacturing and an office research area, and to expand facilities for education and recreation.

While proposals of such plans are not binding without specific action by the

governing body, support from officials and citizens is often a powerful force for following their recommendations or resisting action which would negate them.

Official Map

The Official Map shows the location of projected public improvements, such as park and playground areas, proposed streets and widening, and drainage rights-of-way. Based on recommendations in the Comprehensive Development Plan, the Official Map must be adopted by the City Council. It is this approval which makes land reservation binding, rather than the Comprehensive Development Plan which by itself is not binding.

Once marked for public use, private land cannot be improved by the owner without permission from the city. However, if the city does not decide to purchase the land within one year, the owner may develop it.

Capital Budget

This method of financial planning (formerly called the Capital Improvement Program) budgets funds for construction of public projects in accordance with priorities and anticipated resources. The last project provided for under this program was the high school.

The Capital Budget for the following year is submitted to the Mayor and Council by the Planning Board at least 90 days before the end of each fiscal year.

Relations With Other Planning Boards

The Plainfield Planning Director has an informal working relationship with county planning boards of Union, Middlesex and Somerset, principally in the areas of transportation and flood control.

The Union County Planning Board, created by the Board of Freeholders in 1965, is responsible for developing a

county master plan. It has power of review of site plans and major subdivisions which abut county roads and which may create problems in traffic management. It also has power to withhold approval until adequate facilities are supplied for drainage that flows to county roads.

There are seven members: two Freeholders, the County Engineer and four members of the public appointed by the Freeholders.

Citizens Advisory Committee

This group was created to fulfill federal requirements for citizen participation in programs receiving federal funding. Representative of the community, the 46-member committee reports to the Mayor on needs relating to housing, recreation, education and health.

Zoning

The first Zoning Ordinance was adopted in 1923, the current one in 1971. Its purpose is to regulate use of private land in such a way as to protect and promote public health, safety and welfare. The ordinance regulates density of population, limits height and bulk of buildings, and fixes minimum area for yards, courts and other open spaces for new buildings. It also regulates conversion of buildings to other uses, display of signs and advertising, size of lots, and number of parking spaces.

The city is divided into a number of zones, in each of which specific regulations must be followed. Residential zones include R-1, one family; R-2, one family; R-3, one and two family; R-4, low density multi-family; R-5, multi-family; R-6, one and multi-family; R-7, one and multi-family; R-8, one, two and multi-family. Business zones include B-1, neighborhood; B-2, central; B-3, general; O-1, research office; M-1, light manufacturing; M-2, heavy manufacturing.

The Zoning Ordinance also provides:

- flood plain regulations controlling use of land bordering Green Brook and Cedar Brook
- further apartment development along major access roads such as Park Avenue, Seventh Street, Front Street and the area surrounding the central business district
- a new office-research zone on vacant, city-owned land
- regulation of conversions designed to upgrade surrounding areas

Board of Adjustment

Persons who feel they are adversely affected by the Zoning Ordinance may apply to the Board of Adjustment for a variance from its terms. The Board may consider relief if a variance would not cause substantial detriment to the public good or impair the intent and purpose of the zoning plan.

In some cases the Board may grant relief directly to an applicant. In other cases involving a requested use in a zone in which that use is prohibited, the Board is limited to either denying the request or

recommending the grant of a variance by the City Council.

The Board consists of five members and two alternates appointed to staggered three-year terms by the Mayor with the consent of the City Council. Members may not hold any elective office in the city.

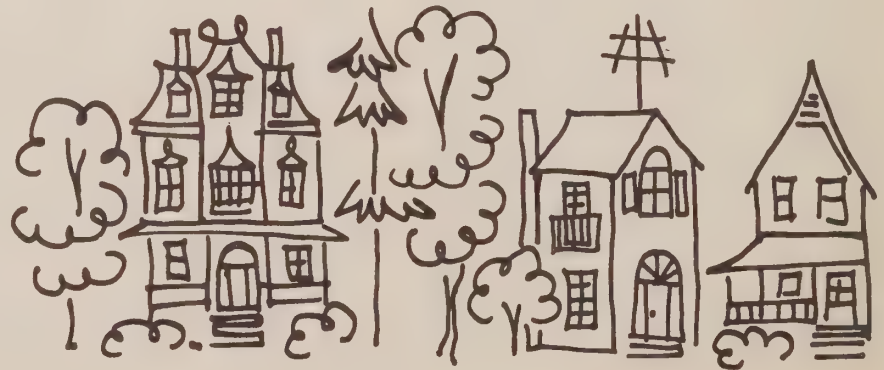
Board action is taken after a public hearing, and minutes of each meeting and other official business are available to the public. Concurring votes of three members are necessary to take action.

Division of Code Enforcement

The Division of Code Enforcement administers and enforces the city Building Code, Property Maintenance Code, and federal and state code enforcement programs. It is headed by the Chief Building and Housing Inspector (salary range \$13,895-\$18,067).

Building Code

Construction in the city has been regulated by building codes since 1896. The National Building Code was adopted as the official building code for Plainfield in 1968. The National Electrical Code is the



The City is undertaking a program to preserve areas of interest because of distinctive architecture

official electrical code for the city. A separate Plumbing Code is administered by the Department of Health.

The Chief Building and Housing Inspector reviews plans for new structures and alterations to see that they comply with the Building Code and Zoning Ordinance. He issues building permits and certificates of occupancy, inspects construction, and issues stop-orders for noncompliance. A certificate of occupancy is applied for at the time a building permit is obtained and is issued upon satisfactory completion of the construction.

Board of Appeals

The Board of Appeals reviews the Building Code when necessary. It also hears appeals from decisions of the Chief Building and Housing Inspector when modifications of the code have been sought. A majority vote of the Board is necessary to alter an appealed decision. For further action dissatisfied parties take their appeals to the courts.

There are five members on the Board of Appeals, each of whom is required to be a licensed professional engineer or architect, or a builder.

State and Federal Code Enforcement

The city is under contract, renewed annually, with the New Jersey Department of Community Affairs for a state/local cooperative housing inspection program. Under the program the local building staff inspects multiple dwellings, and the state reimburses the city for the expense of this work.

There are plans to apply for Federally Assisted Code Enforcement (FACE), a program providing funds to rehabilitate housing in certain blighted areas of the city outside of the NDP area. The city's application is being held pending a change in the form of federal assistance to cities.

Neighborhood Development Division

The Neighborhood Development Program, often confused with Model Cities, is the version of urban renewal being used in Plainfield. In contrast to Model Cities, which generally deals with improving the social and economic environment, NDP is aimed at improving physical conditions in the city. Both programs are coordinated, however, through the Model Cities Housing Task Force and numerous other meetings and contacts. In addition, NDP activ-

ity is closely coordinated with the work of the Plainfield Housing Authority.

An innovation of the 1968 Federal Housing Act, NDP is a newer renewal device which is especially suited to the character of Plainfield's housing. Unlike earlier renewal efforts which often cleared whole sections of cities, NDP places emphasis on rehabilitation of existing structures wherever possible and resorts to clearance only when necessary.

The Director of Public Works and Urban Development is the division head of the Neighborhood Development Program. He is assisted in the NDP phase of his work by an Urban Renewal Supervisor, Supervisor of Rehabilitation, a loan advisor, two cost estimators, a full-time inspector and three clerical staff members.

Funding for the Neighborhood Development Program

Plainfield's NDP plan covering the most blighted areas of the city was submitted to the federal government in 1970 to be funded in seven yearly stages. The federal government assumes 75 per cent of the net project cost plus relocation and rehabilitation payments. The local share of 25 per cent is divided between the city



Sketch by Phyllis Lon

or historic significance. Such areas as Crescent Avenue may be included in the program.

and the state. Local improvements, such as streets and public buildings, may be credited towards the city's non-cash contribution.

The first-year NDP program, beginning July 1, 1970, had an operating budget of \$726,000, plus supplementary funding of \$225,000. This covered acquisition and clearance of 21 properties, rehabilitation of 50 to 75 structures and relocation of 23 families and 18 individuals. Sites initially scheduled to be renewed were the Central Avenue/New Street area between West Fifth and West Sixth Streets plus one block on West Third Street between Grant and Spooner Avenues.

For the second phase beginning April 1, 1972, the sum of \$987,000 was approved by the U. S. Department of Housing and Urban Development. The second-year plan, in addition to continuing rehabilitation of existing housing, includes acquiring properties for new housing and relocating families from the existing buildings. The chief feature is the acquisition of about 10 acres bounded by West Fourth Street, the Jersey Central Railroad, New Street and Liberty Street, and scattered parcels along West Fourth Street from New Street to Spooner Avenue. More than 100 housing units are proposed for development on this land.

Objectives of NDP include rehabilitation and preservation, where feasible, of existing residential areas; removal of substandard structures; construction of housing units for low and moderate income families; provision for modern neighborhood shopping facilities; new industrial development; street and traffic improvements; public and semi-public facilities such as a multi-purpose community center, fire stations and open space for recreation. To assist with residential rehabilitation, the program provides three per cent loans to property owners and outright grants to eligible low-income home owners.

Relocation Housing

Federal and state laws require that relocation housing be provided for families, individuals and businesses displaced by government actions. Assistance is provided in finding new housing. Payments to help cover moving costs and certain other costs involved in relocation are also provided.

The NDP relocation office is located at 320 Central Avenue. In addition to serving those displaced through NDP action, the office assists residents in any area of the city who are displaced because of housing code enforcement and Housing Authority construction. A state-funded relocation assistance program subsidizes rentals and down payments for home purchasers. Evicted tenants do not fall within the responsibility of this office. To implement the NDP program, the initial schedule called for 300 housing units.

HUD requirements stipulate that, in general, relocation housing aspects of projects may not contribute to the development or perpetuation of housing patterns which concentrate large segments of the population by racial or economic characteristics. The city administration thus must provide for a balance in the racial and economic characteristics of relocation areas and must make every effort to provide relocation housing outside of redevelopment areas.

The City Council designated the following sites as relocation resources: Myrtle and Clinton Avenues, 60 units (new construction); former Victoria Hotel site and West Fourth Street adjacent, 30 new units; scattered lots on Sloane Boulevard, 10 new units; turnkey (purchase of units already built) and rehabilitation by Plainfield Housing Authority, 75 units; and 15 units to be developed in the private market.

By late 1971 the city had acquired nearly all of the properties needed to

erect 30 relocation units on the former Victoria Hotel site at Central Avenue and West Fourth Street. The City Council approved street and other improvement projects, and this work was completed in the fall of 1971.

In October 1971 the Myrtle-Clinton Avenue site was sold to the United Plainfield Housing Corporation, high bidder at \$61,000. The corporation wants to develop this site jointly with the Victoria Hotel site to save costs. Plans are for low to middle income housing.

The certificate of incorporation for the Myrtle-Clinton Avenue site called for 15 directors, with three directors from each of the following organizations: Plainfield Area Branch of the National Association for the Advancement of Colored People, Urban Coalition, Model Cities Housing Task Force, Mobilization for Housing and the City Council. Terms of office for the three directors selected by each group will be for one, two and three years respectively. The first 15 directors will choose two representative members from each site that is to be developed with housing. Six months after the first occupant moves into housing constructed by the corporation, the directors will select occupants to serve on the Board of Directors, complying with guidelines of the state Department of Community Affairs and New Jersey's Housing Finance Agency's guidelines.

Budget for the Department of Public Works

The city budget in 1972 allocated \$1,404,590 to the Department. Largest amounts were for the city's share of the cost of Joint Sewage Disposal (\$201,000), Bureau of Streets (\$190,358 for salaries, \$54,225 for other expenses), Street Lighting (\$159,406) and Division of Engineering (\$113,685 for salaries, \$2,675 for other expenses).



NEIGHBORHOOD DEVELOPMENT PROGRAM

West End Renewal Area



Boundary of area to be renewed in seven yearly stages



Area in which buildings were repaired and improved during the First Action Year



Area cleared and rebuilt during the First Action Year



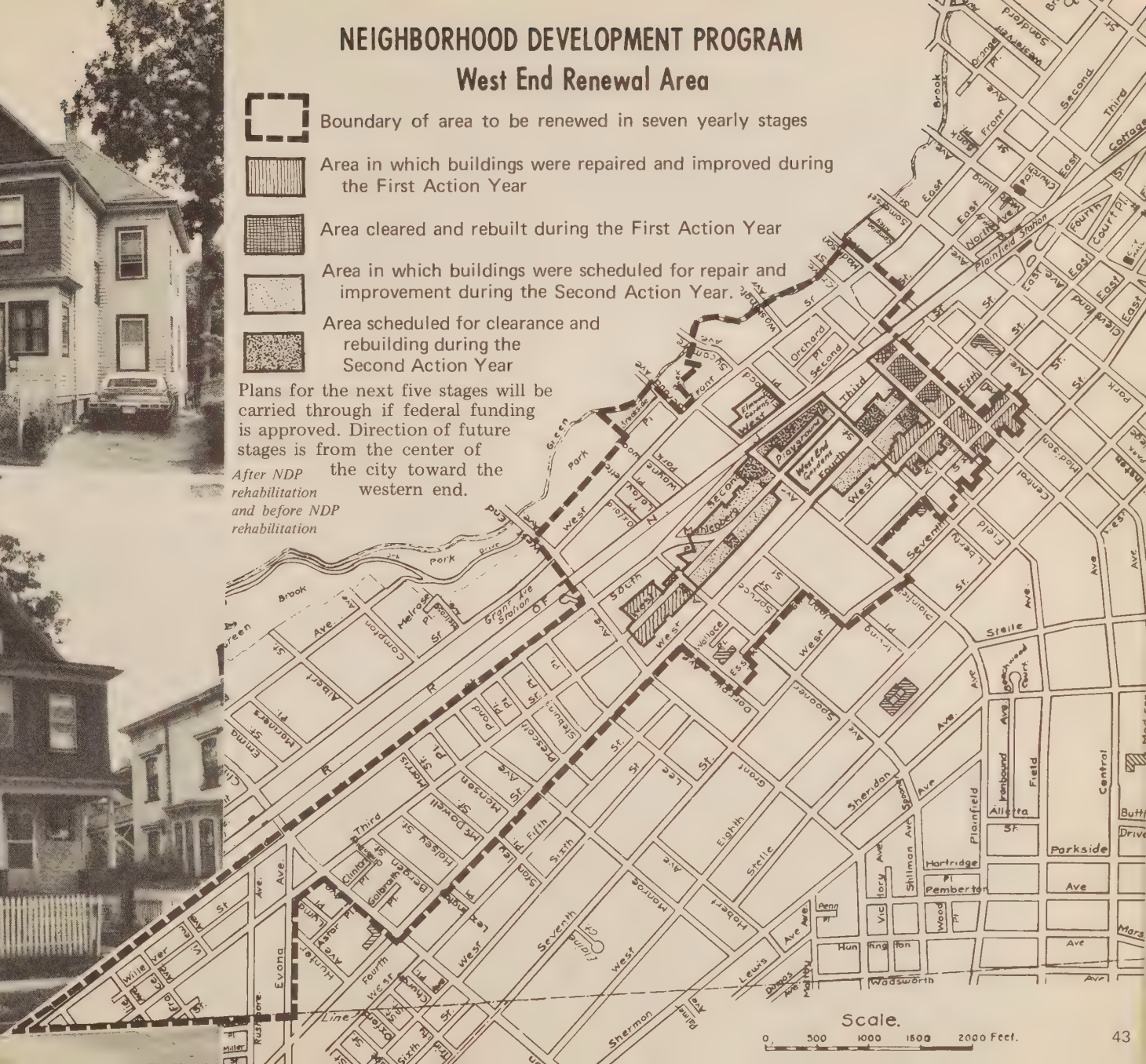
Area in which buildings were scheduled for repair and improvement during the Second Action Year.



Area scheduled for clearance and rebuilding during the Second Action Year

Plans for the next five stages will be carried through if federal funding is approved. Direction of future stages is from the center of the city toward the western end.

After NDP rehabilitation
the city toward the
rehabilitation western end.
before NDP
rehabilitation



Scale.

0 500 1000 1500 2000 Feet.

Meeting of the
Model Cities
Neighborhood
Council.



Photo by Thomas J. Lowe, II

Model Cities Program

This program, for bookkeeping purposes, is technically under the Department of Public Works. It is, however, directly supervised by the City Administrator who is responsible to the Mayor and the Mayor sets policy for the agency. The Mayor may appoint members of the Model Cities staff and staffs of operating agencies and he may veto proposals of the Model Cities Neighborhood Council (MCNC).

This channeling of the program through established city government resulted from a national change in administration of the program in 1970. Community Action-Plainfield (CAP) and the Housing Authority, in contrast, are autonomous bodies.

The Model Cities program is an attempt to make substantial improvement in the environment and the general welfare of people living in blighted areas through a coordinated effort of federal, state and local public and private agencies. To qualify for assistance from the U. S. Department of Housing and Urban Development (HUD), the program proposed by a city must

- be large enough to make a substantial impact on the physical and social problems in the entire neighborhood
- make marked progress in reducing social and educational disadvantages, ill health and underemployment
- increase services and housing

- contribute to a well-balanced city
- be planned with widespread citizen participation

Model Cities does not operate programs. Rather, it plans, coordinates and evaluates a total plan. The programs themselves are subcontracted to delegate agencies.

The staff of the Model Cities agency, sometimes known as the City Demonstration Agency (CDA) from the original title of the federal legislation, helps to start projects. It provides technical assistance to potential operating agencies and provides liaison with task forces, city officials, old and new agencies. It monitors and evaluates programs of cooperating agencies, prepares applications for state and federal grants and assists other agencies in preparing such grants.

Plainfield, approved for the Model Cities program in 1968, is one of 150 cities around the country selected to participate in the program. After several months of organizing, the first year of planning began June 1, 1969. The First Action Year began in October 1970. Funds for the second year were approved by HUD, and the Second Action Year began in October 1971.

The Plainfield Model Cities area includes land between Central Avenue west to the city line, mostly between West Third and West Fourth Streets. In the section near

Central Avenue, the target area is between West Fourth and West Front Streets. The Model Cities area is part of but does not include all of the Neighborhood Development site described elsewhere.

In 1968 at the inception of the program, the area included 9,830 residents of whom 80 per cent were non-white. Thirty per cent of the housing units were sub-standard, 60 per cent renter-occupied, 20 per cent of the families had an income of less than \$3,000 annually, 6.5 per cent were unemployed compared with 3 per cent for the city as a whole; 48 per cent of the city's welfare cases were located in the area. Forty-seven per cent of criminal arrests and 51.8 per cent of juvenile arrests occurred in the neighborhood.

The Director for Model Cities (salary range \$17,228—\$22,404) is appointed by the Mayor. He reports to the City Administrator and through him to the Mayor. The Director's responsibilities include policy direction, staff operations, liaison with legislative bodies and other groups, staff employment and development and administration of the Resident Employment Plan. His position is non-Civil Service and may be terminated at the will of the Mayor.

Model Cities Neighborhood Council

MCNC approves or disapproves all projects developed and reviewed by its six operating Task Forces: Health, Manpower and Economic Development, Housing and Physical Environment, Social Services, Public Safety and Education.

The Model Cities area is divided into six districts each of which is represented by three elected members in the Model Cities Neighborhood Council (MCNC). There are also six at-large elected representatives in the MCNC and one member appointed from the City Council. Total membership in MCNC is 25. Members are paid \$100 a month.

To run for office, district candidates must submit petitions with 25 signatures of residents of their districts. At-large candidates must obtain 90 signatures on their petitions, 15 from each district. Voters must be 18 years old or older and must live in the Model Cities area or own property or a business there. Elections are held annually.

In 1971 the agency staff of 27 employees included planners and planning coordinators and information and evaluation specialists with experience and training in urban planning and development and public administration.

Projects and activities of the Model Cities agency are funded by HUD in two ways:

- through grants to and contracts with the demonstration agency to pay 80 per cent of the costs in planning, developing and administering programs
- through supplemental grants of up to 80 per cent of the non-federal share otherwise required under federal grants-in-aid programs. Federal funding also provides for technical assistance to help the Model Cities agency plan, develop and administer the program

First Action Year

For the First Action Year (October 1970—September 1971) the Model Cities

program was approved for expenditures totaling \$1,322,000. Major projects included the following:

EDUCATION

Demonstration School Project
(See section on Public Education)

HEALTH

Neighborhood Health Services Corporation

Maternal and Infant Care/
Family Planning Clinic

National School Breakfast Program

VOCATIONAL TRAINING & EMPLOYMENT

Neighborhood Manpower
Development Corporation

Minority Contractors Association
Entrepreneurship Development

CRIME PREVENTION

Public Safety Officer and
Crime Prevention Unit

Public Safety Neighborhood Conference
Antirecidivism and Career Preparation
Operation Nightlight

COMMUNITY RELATIONS

Citizen participation in Model Cities work

Staff participation in community
organizations and projects

Additional funding from N. J. Department of Community Affairs was obtained for:

- Neighborhood communicable disease education
- Dental health
- Plainfield Avenue Playground improvement
- Pilot block improvement and maintenance
- Model Neighborhood Multi-Service Center at the Second Street Youth Center

The N. J. Department of Health funded the Urban Rodent and Insect Control program in the Model Cities area. SLEPA (State Law Enforcement Planning Agency) funds are used for crime prevention programs.

The Resident Employment program attempts to find experienced and potential employees to work in projects using Model Cities funds. In 1971, 26 of 51 persons employed by Model Cities or its operating agencies were Model Cities area residents. Construction trade workers, in particular, are being sought for the NDP renewal program.

In the First Action Year, all of the projects were at least partially implemented. Nine of these provided their full range of services.

Maternal and Infant Care/Family Planning Clinic, 609-625 West Fourth Street.

Photo by Fred Keesing.



courtesy of The Courier-News

Second Action Year

For the Second Action Year (October 1971–September 1972) the Model Cities program was approved for expenditures totaling \$1,322,000. Five programs begun in the First Action Year were discontinued because their purposes had been fulfilled.

The Second Action Year plan called for the following additional programs:

EDUCATION

A higher education assistance program to counsel high school seniors and provide financial assistance.

A project funded by the state to provide innovative curriculum development at the high school level

A bi-lingual learning skills development program offering educational counseling, tutoring and direct tuition assistance for Spanish-speaking adults.

HEALTH

Halfway House for drug dependent persons

HOUSING

A housing development corporation to aid sponsors in using low and moderate income housing programs of federal and state governments and to assist Model Cities residents who wish to relocate outside their neighborhoods

* * *

Model Cities offices are at 326 Park Avenue.

TRANSPORTATION

A plan to provide transportation to residents using manpower and health care services of the Model Cities program

COOPERATION WITH THE POLICE DIVISION

Family crisis intervention training for all members of the Police Division who have contact with the public

LEGAL AID

A legal services program to operate in the Model Cities Area as a fully staffed branch of the Union County Legal Services Corporation

COMMUNITY RELATIONS

Publication of a monthly newsletter

Expansion of the community affairs staff

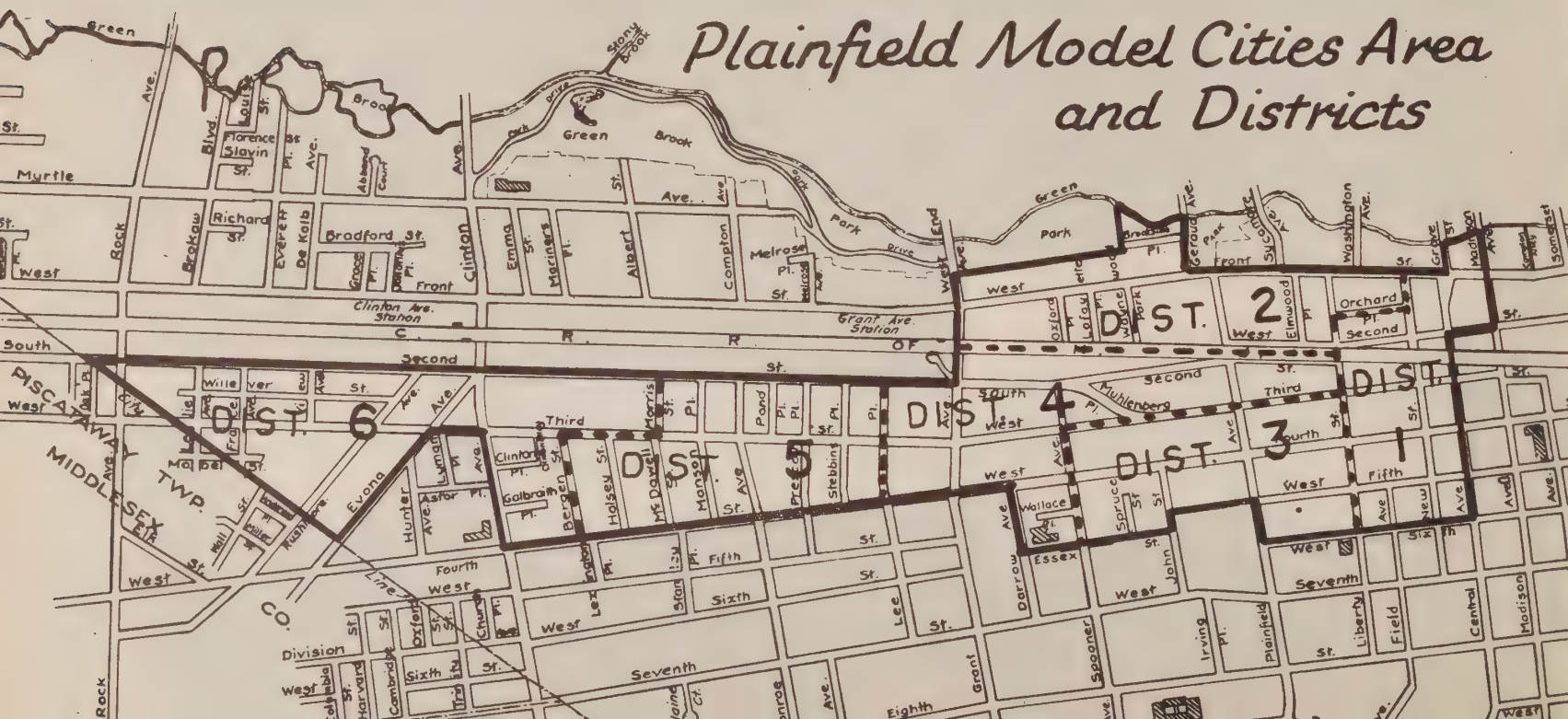




Photo by Fred Keesing, courtesy of The Courier-News

Middle-income housing built with the assistance of the U.S. Department of Housing and Urban Development.

Housing Authority of Plainfield

A Housing Authority and Redevelopment Agency was established by the City Council in 1950 to undertake federally-funded urban renewal projects and public housing programs. The Plainfield charter of 1968 divided the responsibilities of the agency. Within the Department of Public Works a Neighborhood Development Division with a Director of Urban Development administers federal redevelopment programs for which the city as a whole acts as the Local Planning Agency. (See section on Neighborhood Development Program.) The Housing Authority of Plainfield remains responsible for construction and maintenance of public housing.

The Authority is semi-autonomous. Its action is limited only by specific requirements in state statutes for endorsement by the City Council, for example, guarantee of an amount to be paid in lieu of taxes for any new housing project.

The Authority consists of six commissioners. Five are appointed by the Mayor with Council approval for staggered terms

of five years; one by the state for a term at the pleasure of the appointing authority. Only one member may be an officer or employee of the city. The Authority appoints the Executive Director whose salary is comparable to that of the Director of Public Works and Urban Development. No range is established.

Housing Projects

Two low-rent housing projects are administered by the Authority, West End Gardens completed in 1954 and Elmwood Gardens in 1961. They contain 248 dwelling units for families of low income, including 30 units designated for the elderly in Elmwood Gardens. These developments were financed through the Federal Housing Authority and replaced sub-standard housing.

Occupants are selected according to need, income and length of residence in Plainfield. Eligible persons who were displaced by construction of the projects were given first consideration. Rent is based on ability to pay except that in no

case must a family pay over 25 per cent of income. As family income increases, the rent may also increase. When the maximum allowable income is exceeded, the family must find privately owned housing if such housing exists within the ability to pay. There is a backlog of several hundred applications for occupancy.

Scattered Sites

The Housing Authority, at the request of the city, has prepared a proposal for reservation of 520 units to provide low-income housing in scattered sites throughout the city. Of the 520 units, 350 will be designed for families and 170 for the elderly. Funding for 170 units under the turn-key program, 100 units by acquisition and rehabilitation of property and 250 units by negotiation of leases will be requested. The application for funding in this instance is to provide dwelling units for families who must be relocated. The local real estate board is solicited for assistance in locating properties for acquisition and for leased housing processes. The Authority encourages private contractors to participate in construction of new family dwellings and in rehabilitation of acquired dwellings. The Authority also encourages employment of minority groups in the construction and rehabilitation of these units.

The goal in acquiring and leasing the 520 units is eventual home ownership. Some lease units will be privately constructed; others will be constructed by the Housing Authority. In either case, a lease-purchase agreement will be made with the tenant. This involves a new technique for the Housing Authority, leasing housing units in privately owned quarters.

Senior Citizen Housing

Public housing for senior citizens of Plainfield will be located on 3.4 acres of

land at Richmond and Front Streets. Construction of 225 dwelling units was started in the spring of 1972 and completion is expected in the latter part of 1973. Buildings will be designed in a twin tower arrangement with a large community room joining the structures. Administrative offices of the Housing Authority will be located in the buildings, which will be called Richmond Towers.

Madison-Park Urban Renewal Project

A block in the center of the business district bounded by Madison and Park Avenues, West Front and West Second Streets was designated in 1960 for urban renewal. Although the property was cleared for redevelopment shortly afterward, it was not until 1971 that an agreement was concluded with a developer.

Elmwood Gardens, a low-income housing project.



Photo by Ethel Mintz

Present plans call for 200,000 square feet of commercial development including retail offices and a motel, parking for 1,000 cars, and, after commercial development possibilities have been exhausted, up to 200 semi-luxury apartments.

Financing Housing Authority Programs

Funds for constructing public housing projects are available in the planning stage (in the form of preliminary loans) through the Federal Department of Housing and Urban Development. Thereafter, during development and construction, funds are received in the form of advances and permanent notes. When the development cost of a project has been calculated, the local Authority sells 40-year local Housing Authority bonds which are guaranteed by the Treasury of the United States. Although the city is not required to put up cash for a low rent project, it contributes normal municipal services. When the project enters the management stage and rents are collected, payments amounting to 10 per cent of shelter rent are made to the city in lieu of taxes.

The financing of urban renewal such as the Madison-Park project, which is administered by the Housing Authority, is different from that for public housing inasmuch as the city must contribute 25 per cent of the net project cost. The city's share can be in cash or non-cash grant-in-aid. In the case of Madison-Park, the city's share is to be paid through construction of public parking facilities as the 25 per cent non-cash grant-in-aid. The amount needed is calculated in relation to the net project cost when all financing has been completed. Federal investment in Madison-Park through 1971 was approximately \$3,110,000. This amount was advanced under a loan and grant contract to cover acquisition of the property, demolition of buildings, relocation of families and businesses, and administrative costs.

Community Action- Plainfield, Inc.

This agency was organized following establishment of the U.S. Office of Economic Opportunity in 1965. Its objectives are to develop programs which involve and benefit low-income residents throughout the city. Not limited to any geographic area within the city, CAP attempts to serve all the poor.

CAP is a non-profit corporation with a board of 27 directors: 1/3 elected members of the community, 1/3 appointed by the Mayor, 1/3 representatives of business and industry. Board members serve two-year terms.

The Executive Director (salary range \$15,000-\$21,000) is responsible for conducting research, coordinating and planning programs, fiscal management and community relations. There is a staff of 57.

Federal sources supply 90 per cent of the CAP budget and Plainfield contributes the remaining 10 per cent. In 1972 the city budget allocated \$33,500 to CAP.

CAP Programs

- On-the-Job Training is funded by the U.S. Department of Labor and administered locally by CAP. Its purpose is to help both men and women develop skills which are readily marketable in local industry. The OJT staff recruits and counsels trainees and negotiates contracts with companies for training. During on-the-job training periods, participants in the program are paid the minimum wage for the job performed.

Industry is reimbursed for 50 per cent of wages paid during this period. OJT also recruits, counsels and places persons directly in jobs which do not require a training period.

- Neighborhood Youth Corps offers a program for out-of-school young people between the ages of 16 and 19½. They are encouraged to obtain a high school equivalency certificate and prepare for further education if they wish to do so. They also are given an opportunity to develop desirable work habits through part-time employment. NYC also provides part-time employment for students between the ages of 14 and 17 during the school year and the summer months.
- Youth Development Program attempts to instill in youth between the ages of 14 and 25 a sense of responsibility and to develop pride in the individual and in the community. The program emphasizes cultural, educational and vocational training. As part of this program a Youth Council conducts activities for young people throughout the city.
- Emergency Food and Medical Services operates on a temporary emergency basis to provide food and medical services to individuals and families in times of extreme need or disaster. Eligible persons are referred by physicians, school authorities and community service agencies. An objective of the program is to involve the entire community in efforts to eliminate poverty.
- Day Care 100 provides supervision for 60 preschool children (2½ to 5 years old) of low-income parents who are working, pursuing an education or engaged in job training. Objectives are not only to provide the convenience of child care for such parents but also to

provide for the child's development and strengthening of families. The center is open five days a week from 7 a.m. to 6 p.m.

- Head Start Program is for children from three years of age to school entry age. The program stresses learning activities. The center operates from 8:30 a.m. to 3:30 p.m.
- Urban Technical Assistance Program is designed to increase coordination in program development and administration between CAP and Model Cities. Any group in the city may apply for training and/or technical assistance for programs focusing on economic development, education, and environmental and recreational services.
- Spanish Community Organization Program was set up as a separate office with a Spanish-speaking staff to assist low-income persons and families in the Spanish-speaking community. Efforts have been concentrated on employment, education and welfare problems.
- Urban Communications Skills Training Program, designed for Plainfield High School seniors and out-of-school young people, utilizes resources of the Urban Communications Teaching and Resource Center at Livingston College. Participants take courses for college credit at Livingston College and Rutgers University in media technology, film development, graphics, film editing, television programming, videotaping, photography, newspaper printing and radio broadcasting. The Plainfield Communications Center at Central Avenue and West Third Street, which opened in June 1972, houses equipment for many of these activities. Participants in the program cooperate with other agencies in recording community activities in videotape and other media.

Photo by George R. Smith, courtesy of The Courier-News



Project Headstart, a CAP program at 644 West Fourth Street.

Spanish Community Organization of Plainfield provides CAP services to Spanish-speaking residents.



Youth Development Program, a CAP service.



Photos courtesy of Community Action-Plainfield, Inc.

*Aerial view
of Plainfield
High School.*



Photo by Joseph Buscaino

Public Education

Yesterday and Today

Plainfield first offered free public education in two improvised classrooms which opened in 1847. A year later the first schoolhouse was ready for use. It was a two-story structure built at a cost of \$3,600 of which \$1,200 was supplied by taxation.

This school was made possible through the efforts of Dr. Charles H. Stillman, the city's first Superintendent of Schools. Dr. Stillman, a physician, was a pioneer in convincing reluctant farmers to support free education for all and in bringing about state legislation to permit it. In 1848, largely through his efforts, a state law, one of the first of its kind, was passed specifically permitting voters of Plainfield to raise taxes for education of all children. Before passage of such laws, public education funds could be spent only for the benefit of the poor.

A high school was built in 1867 and the first high school commencement took place in 1870, honoring six boys and six girls.

By 1971-2 the Plainfield school system had grown to include 15 schools and student enrollment was over 9,600. The 1972-3 budget for the public schools was over \$11 million. In 1972 the graduating class of Plainfield High School included 411 students.

Plainfield officials pressed for dramatic changes for the future when, in 1971, they asked for state action to help solve problems of school finance and provide for racial integration of students.

Both the City Council and the Board of Education joined Jersey City, Paterson and East Orange in a civil suit against the state of New Jersey challenging the constitutionality of the use of the property tax as the primary source of revenue for education. Ruling favorably on the local suit in January 1972, a Superior Court judge ordered the state to devise alternatives to the present system of finance by January 1, 1974.

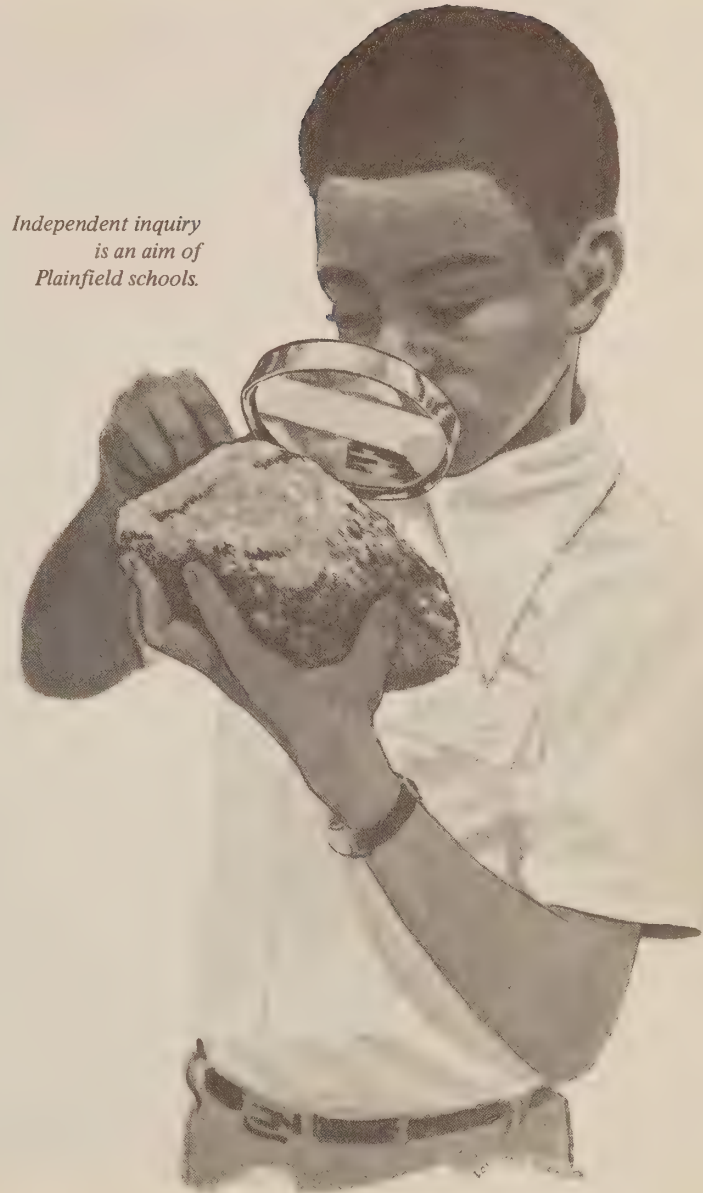
In a separate action the Board of Education in December 1971 addressed a petition to the State Education Division of Controversies and Disputes asking the State Commissioner of Education to conduct a study of the possibility of creating better patterns of integration by crossing present school district lines. The petition named eight surrounding districts citing the percentage of non-white students in each. The percentage of non-white pupils in these districts varies from .5 per cent to 11.7 per cent. In 1971-2 the percentage of non-white pupils in the Plainfield school system was 70.9 per cent.

New Jersey School Laws

The local Board of Education sets policy within the framework of state laws and regulations. A major feature of New Jersey's school law is that the school board is an autonomous body: the school district is "separate, distinct, and free from control of the municipal governing body except to the extent the education law provides."

New Jersey provides for two types of school districts, Type I and Type II. These classifications correspond to Chapter Six and Chapter Seven, categories used before revision of state education law in 1968. Plainfield is a Type I District. School board members are appointed rather than elected and the school budget is not voted upon directly by the electorate.

*Independent inquiry
is an aim of
Plainfield schools.*





*Hubbard School, one of Plainfield's
three demonstration schools.*

District classification may be changed by voter referendum initiated by 1) the governing body, 2) the Board of Education, or 3) a petition signed by not less than 10 per cent of the persons in the district who voted in the previous election for members of the state General Assembly.

In each county in New Jersey, a County Superintendent of Schools enforces state regulations pertaining to transportation of pupils, certification of teachers, and financial and statistical reports.

Board of Education

The local Board of Education provides school staff and facilities and also approves curriculum. Its role in adopting the school budget is discussed in the section on school finance.

Specific duties of the Board according to state law include compilation of a yearly report on the condition of the schools and an itemization of school finances to be printed as soon as possible after the close of the school year. The Board also provides for an annual census of children between the ages of five and 18.

The number of members of the Plainfield Board of Education was increased from five to seven by referendum vote of the electorate in 1969. Members are appointed by the Mayor; City Council confirmation is not required. Members must have been United States citizens and residents of Plainfield for at least two years immediately preceding their appointments. They may not be interested directly or indirectly in any contract with or claim against the Board. They serve three-year terms.

Meetings are scheduled for 8 p.m. the third Tuesday each month and are held in a different school each month.

Administrative Personnel

The central administration selects personnel for the schools, supplies equipment and materials, supervises maintenance and controls funds for these purposes. The general administrative officers are also expected to provide coordination, leadership and support for learning activities within the schools.

The Superintendent of Schools (salary in the \$30,000 range) is the chief executive officer of the Board of Education and its principal advisor. He is a non-voting member of the Board. He is responsible for leadership in carrying out policies of the Board as well as coordinating and administering the program of the school system. Some of his related duties entail recommending and preparing lists of textbooks and materials for Board approval, supervising instruction, and advising principals about procedures, methods and materials of instruction.

Professional qualifications for the post in Plainfield are a Master's Degree, certification by the state, three years' experience as a school administrator, and 32 credits for study in the field of school administration. The Superintendent is appointed annually until tenure is granted by the Board.

Assistant Superintendents

In 1971-2 the Plainfield school system included three Assistant Superintendents: an Assistant Superintendent for Curriculum, Assistant Superintendent for Personnel, and Assistant Superintendent for Business who is also Board Secretary. Base salary for each of these positions is \$21,000.

The Assistant Superintendent for Business and Board Secretary replaces the post of Business Manager. Until spring 1971 the Business Manager had reported directly to the Board. Under a unitary

*Plainfield's elementary schools
feature a diversity
of architecture. . .*

system designed to centralize authority, the Assistant Superintendent for Business now reports to the Superintendent, who in turn reports to the Board.

Other administrative positions are Assistant to the Superintendent for Pupil and Staff Accounting and Assistant to the Superintendent — Coordinator of Funded Programs. These positions are under the authority of the respective Assistant Superintendents. Salaries for these posts are negotiable.

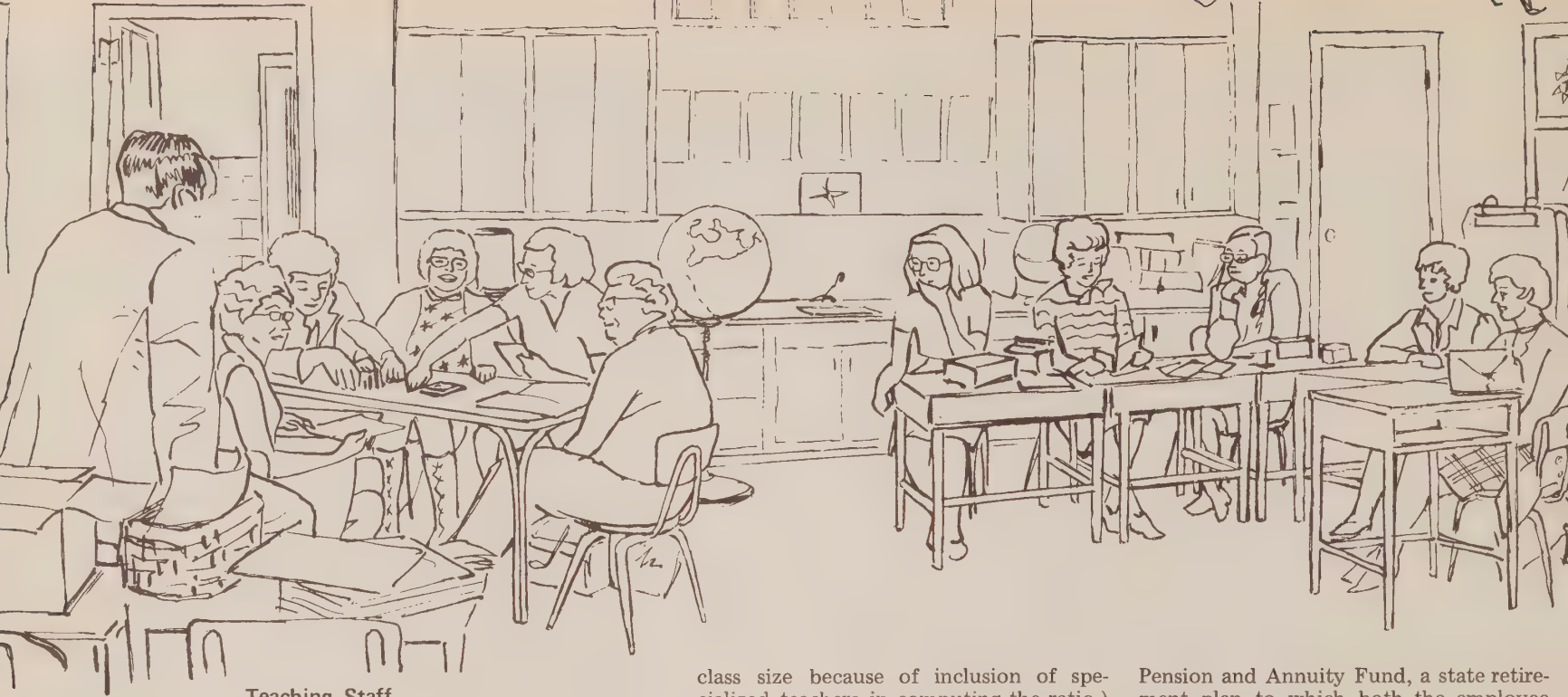
Selecting Administrative Personnel

The Board of Education has adopted procedures for selection of administrative and advisory personnel which are intended to allow for public participation. Open positions are advertised. The Assistant Superintendent for Personnel screens applicants for paper qualifications including a permanent New Jersey certificate in school administration. For the post of Vice-Principal or higher position, he appoints and chairs an interviewing committee composed of members of the school staff and citizens. Citizen members are usually P.T.A. presidents or P.T.A. President's Council members. High school students participate on committees to choose a high school principal or vice-principal.

After interviews with applicants, this committee recommends at least two and not more than five applicants to the Superintendent of Schools who then submits his recommendation to the Board of Education for final approval.

*. . . Both modern and traditional
designs are shown in
Woodland School (above)
and Cook School (right).*





Teaching Staff

In 1971-2 there were 606 professional staff members in the school system including 522 teachers.

Teacher-pupil ratios ranged from 1:23 to 1:28 in elementary schools. The ratio was 1:16 and 1:17 in the two junior high schools, 1:14 in the high school, 1:11 and 1:14 in the two special education schools. Secondary schools typically require a larger number of teachers because these schools must offer a wide range of subjects some of which attract fewer students. Since handicapped children require more individualized instruction, state laws set maximum limits for class size.

Class size averaged 27 in the elementary schools, 29 in the junior and senior high schools. (Teacher-pupil ratio differs from

class size because of inclusion of specialized teachers in computing the ratio.) Junior and senior high school subject teachers teach a five-period day except for high school English teachers, who are assigned a four-period day in accordance with recommendations for national standards.

Requirements for classroom teachers include a bachelor's degree, U.S. citizenship (or first naturalization papers) and certification by the State Board of Examiners.

Under state law, a teacher receives tenure upon reaching the first teaching day of the fourth year in the same school district. Once tenure is established, a teacher may be discharged only upon proof of serious cause.

All teachers (and other employees who hold contracts) belong to the Teachers'

Pension and Annuity Fund, a state retirement plan to which both the employee and the state contribute. The compulsory retirement age is 70.

Teachers' salaries are the largest item in the school budget, accounting for 80 to 85 per cent of the total. Increases are granted in automatic steps to a maximum reached in the fifteenth year of service.

Salary Ranges of School Personnel 1972-3*

Bachelor's degree	\$8,483 - \$14,663
Bachelor's degree + 32 credits	8,983 - 15,163
Master's degree	9,183 - 15,363
Bachelor's degree + 64 credits	9,483 - 15,663
Master's degree + 32 credits	9,883 - 16,063

*Includes classroom teachers, guidance counselors, nurses, special services, special subjects personnel, and department heads at the high school.



In-service training includes orientation for new teachers and programs for teachers in the Demonstration Schools.

Lain Goss Scheller

The number of persons at each level was not available for 1972-3 at press time. In 1971-2 a bachelor's degree was held by 376, bachelor's degree plus 32 credits earned by 18, master's degree held by 105, and master's degree plus 32 credits earned by 23.

Plainfield's teachers are not unionized but most belong to the Plainfield Education Association, which speaks for its members in negotiations with the Board of Education on salaries, working conditions and matters of general educational interest.

Certified teachers work on a part-time basis in the Plainfield schools as supplemental teachers or co-teachers. Supple-

mental teachers work with pupils on a one-to-one basis for the period of time required to help them overcome difficulties in reading, mathematics or other school work. Co-teachers help teachers within the classroom. In addition, teachers give bedside instruction to pupils who cannot attend school. Rate of pay for these supplemental teachers is \$6 an hour.

Substitutes are drawn from a list approved by the Board of Education and

the County Superintendent. Most substitutes are paid \$20 a day; those classified as long-term receive 1/200 of their base salary per day. Four years of college are required for a long-term substitute, two years for others.

A list of qualified tutors is made available to parents. Pupils who need academic help outside of school hours may also be assisted by members of the Plainfield Tutoring Committee, a volunteer group.



Photo by Thomas J. Lowe, II

High School Building

In September 1970 the high school moved into a new building erected at a cost of \$7.5 million.

Classrooms are arranged by subject. Nine classrooms are larger than average to accommodate special activities, including team teaching (several teachers working together, usually with larger groups).

The auditorium, which seats 1,566, accommodates a full-size symphony orchestra. Two adjacent regulation size gymnasiums seating 2,000 may be opened for sports events or may be divided into four parts. The swimming pool is slightly less than Olympic size.

The building is constructed in units so that some parts may be used while the rest is closed off. This arrangement is intended to make the school more usable as a community facility. The auditorium may be used for some purposes without charge.

Fees are established by the Board for a number of categories determined by purpose of the event, whether an admission fee is charged and whether custodial personnel must work extra hours. These regulations apply to all school facilities.

The former high school on an adjacent site is expected to become part of the high school complex for grades nine through 12 in September 1972, as part of the reorganization plan of the Board of Education.

Front entrance of Plainfield's newest school building, opened in September 1970.

Secondary School Curriculum

Plainfield High School is accredited by the Middle States Association and is evaluated every 10 years. An evaluation will be conducted in 1972-3.

An individualized high school program is worked out in conference with each eighth grade pupil, his or her parents and the guidance counselor.

Most students are enrolled in four major subjects and physical education each year. A major subject is one for which five points of credit (fixed by the State Board of Education) are granted for a year's work. The student must earn a total of 80 points in grades nine to 12 in order to graduate. Required subjects are English, health, safety and physical education, U.S. history, science, mathematics and two sequences (other than English and U.S. history) of at least 10 points each.

Advanced or honors classes are offered in mathematics, biology, chemistry, physics, economics, modern European history and urban affairs.

Vocational education in the high school is designed to train students for available jobs in the community directly after high school graduation. Courses are offered in construction, metal fabrication, machine shop practice, basic electricity and electronics, automobile repair, automobile body work, trade drafting, cosmetology. A work-study course in cooperation with industry is also offered through which students may hold jobs while continuing their high school education. A program designed to give students experience in child care is outlined in another section.

Under the Rutgers Intern Program, graduate students teach science part-time in the junior high schools. They are paid one-half the salary of a new teacher.

Guidance and Special Programs

Guidance counselors at the secondary level are responsible for helping students achieve their educational, vocational and social goals. The counselors help students plan courses of study, adjust schedules and examine alternatives for further education and future employment. Group counseling is used as a method of guidance in social development. Counselors administer tests to identify problems and potential in all of these areas.

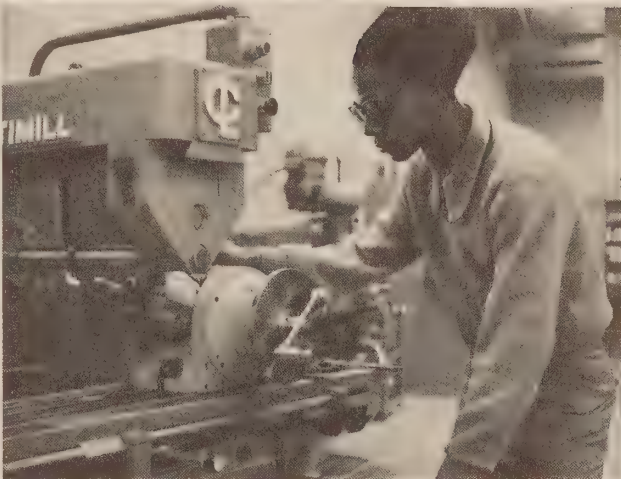
The attendance officer, who is also a school social worker, discusses problems related to attendance with students and their families. When necessary, he acts as a liaison between the students and the courts or social agencies.

Secondary school pupils considered to have emotional and social adjustment problems are placed in classes limited to 15. The classes are taught by specially trained persons. Special classes have been established to allow pregnant students to continue their studies.

Machine shop practice.

After Graduation				
	1969	1970	1971	
Total PHS graduates	442	388	395	
% attending degree granting colleges	53.7	46.4	51.0	
% attending non-degree schools (i.e. technical, vocational)	7.8	8.2	10.0	
% attending all schools beyond high school	61.5	54.6	61.0	
% employed	29.4	23.4	24.6	
% in armed forces and government	2.3	3.0	2.0	
% unaccounted for and miscellaneous	6.8	13.0	12.4	

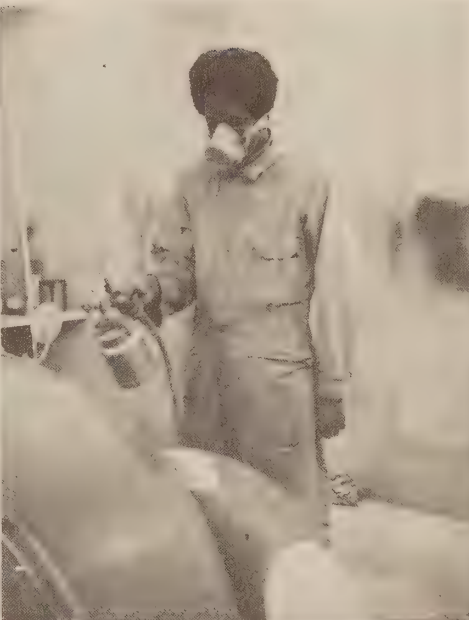
Construction



Vocational education classes at Plainfield High School.

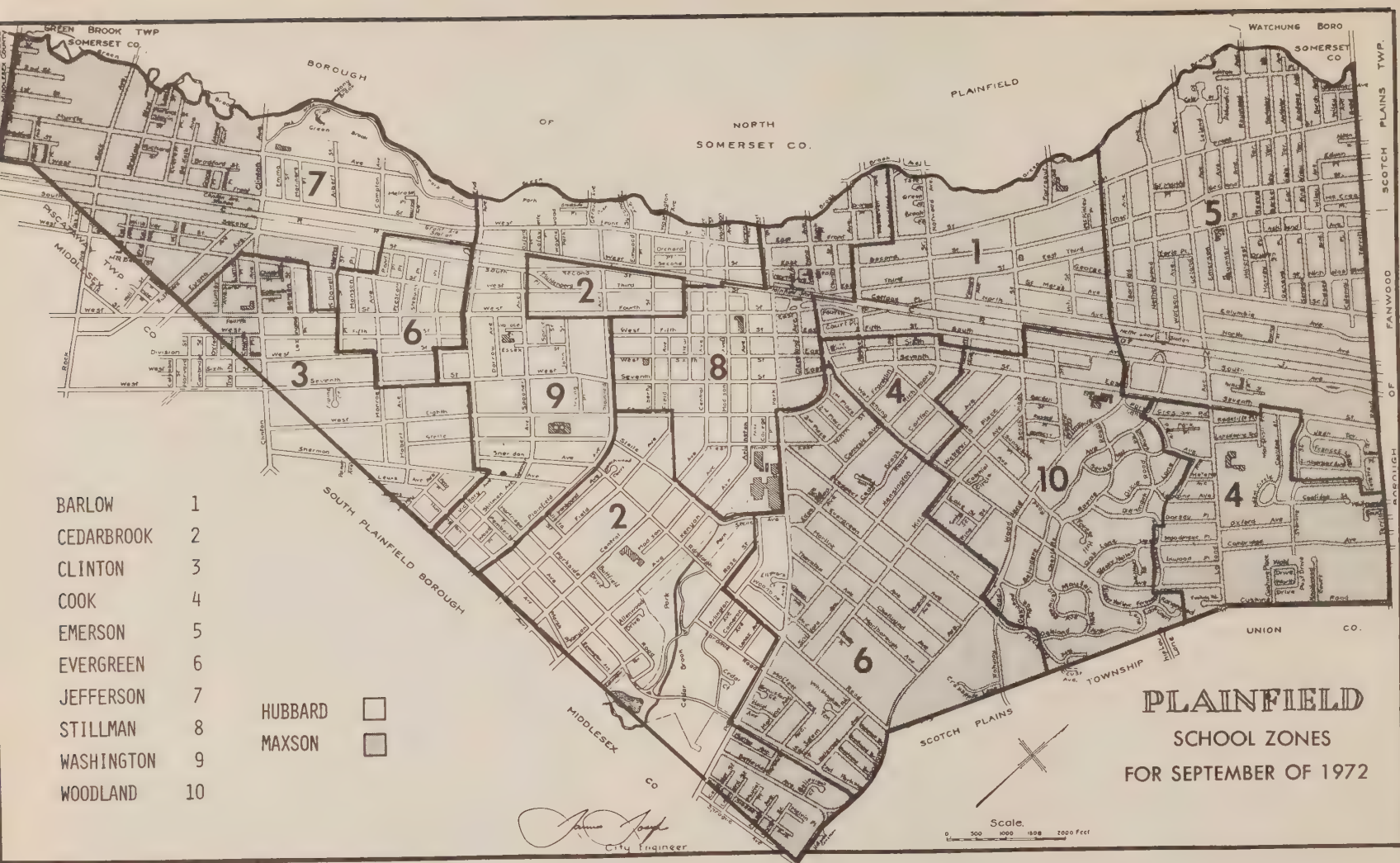
Cosmetology

Auto body repair.



Metal work.

Photos courtesy of Board of Education



School Organization

In March 1972 the Board of Education approved reorganization of the Plainfield school system for the following September. The plan provides for 10 elementary schools (kindergarten through grade five), two middle schools (grades six through eight), and the high school (grades nine

through 12). There will be one school for special education for handicapped pupils. Other special education classes will be dispersed among the schools. Through this reorganization the high school will change from a three-year to a four-year school. The junior high school span

(grades seven through nine) will be dropped and the middle school (grades six through eight) introduced. The reorganization also eliminates use of two schools for fifth and sixth grades begun several years ago as a way of correcting racial imbalance.

Individualized Instruction and Innovation

Individualized instruction is the goal of the Plainfield school system. Curriculum design committees have been established to work toward this goal. Teachers are encouraged to explore new methods and are given opportunities for intensive training.

Demonstration Schools, a Model Cities project, were established in three schools, one on each level through junior high school, in 1971-2. Objectives are to help teachers improve curriculum and methods, to strengthen school-community ties and to provide meaningful employment to Model Cities residents. Together with consultants from Bank Street College of Education, teachers are developing "open classrooms" intended to offer more flexible opportunities for learning. Participating schools are Stillman, Washington and Hubbard.

Among other innovative programs is the School Day Cultural Enrichment Program, begun in 1971-2. Financed by federal funds, this program brings arts, with emphasis on black heritage, to the classroom. Musicians, puppet shows, dancers and actors are scheduled to perform at schools at all levels. Teachers utilize the experience for classroom activities to prepare for and react to the programs.

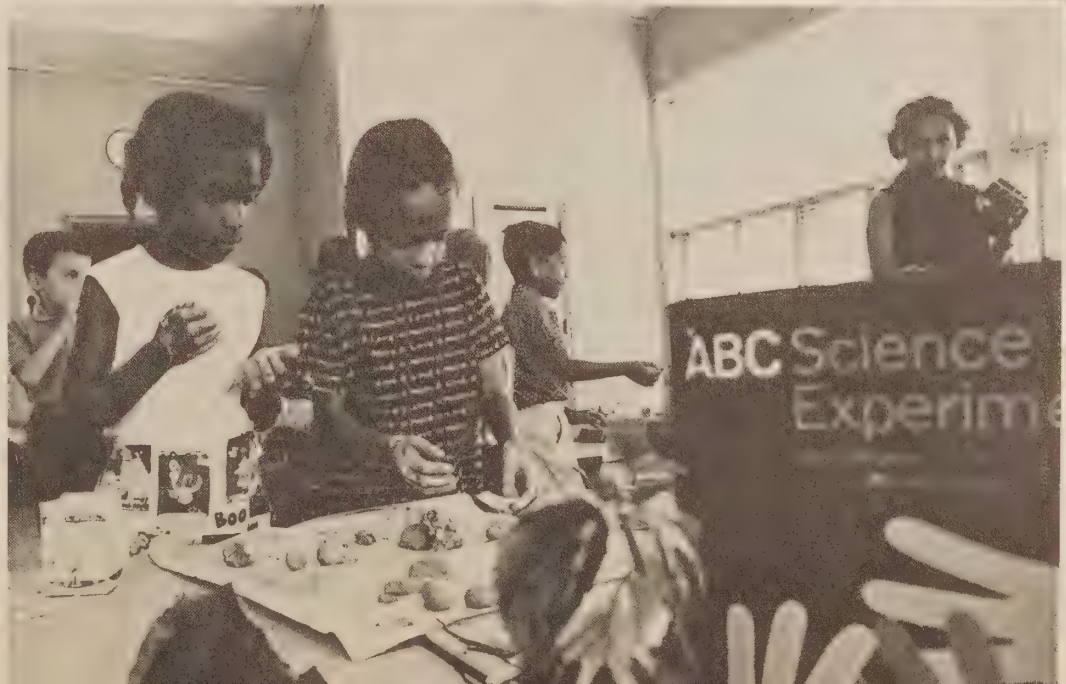
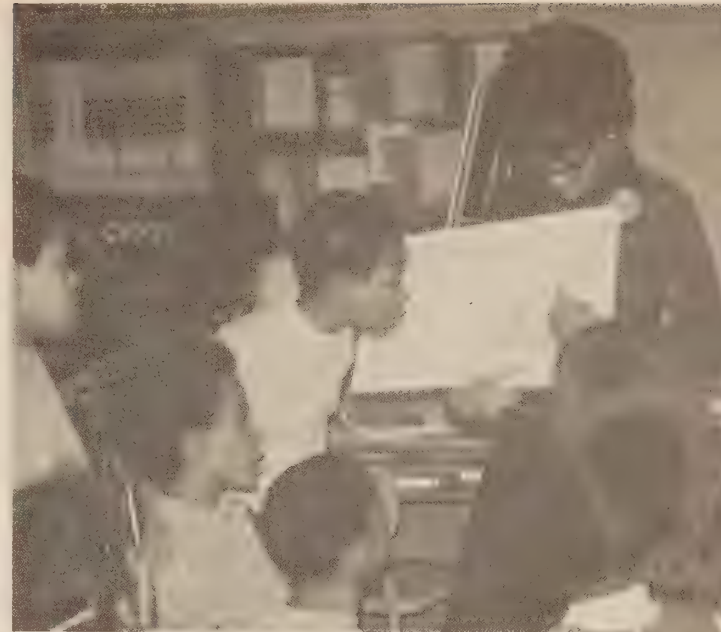
Special Elementary School Programs

A program which has won national attention, Fluid I-II, is set up in some schools to help first and second graders who might have difficulty coping with normal activities in the early grades. These children are given individual attention in classes limited to 15 and may be transferred to the regular classroom when they show they are ready.

Project SEED (Special Elementary Education for the Disadvantaged) includes 15 classes — seven in Emerson School, six in Washington School and two in Clinton School. Children are learning abstract conceptual reasoning using a discovery approach that emphasizes abstract thinking, structure, process and approach. While the present program focuses on mathematics, the experience of success in learning encourages the children to achieve in other areas, and the thinking processes they follow in the program may be applied generally.

Small group instruction in map reading at Stillman School.

A science experiment at one of Plainfield's Demonstration Schools.



*Teacher's aide
and children at
Washington School*



*Individualized
reading instruction*



Photos courtesy of the Board of Education

*Library lesson
at Washington School*

Special Personnel

In 1972-3 the staff included 14 reading specialists, four speech therapists and two teachers of English as a second language.

Every public school in Plainfield has its own library. All but two schools were assigned a full-time librarian for 1972-3; one librarian divides her time between these two schools. In 1972 several school libraries in Plainfield received federal funds to serve as demonstration libraries open to teachers and other interested persons from other areas.

On the elementary school level there were four art teachers, six vocal music teachers and four instrumental music teachers in 1971-2. There were five physical education teachers.

Program for the Handicapped

One of the earliest programs in the state for public school service to the handicapped was established in Plainfield by Superintendent of Schools Henry W. Maxson in 1910. State legislation, known as the Beadleston Act, now makes mandatory public school facilities for handicapped persons from five to 20 years of age who are emotionally disturbed, neurologically impaired, mentally retarded, chronically ill, or who have hearing, orthopedic, visual, or multiple handicaps. When 1970 amendments to this law are put into effect in the city, approximately 10 per cent of pupils in the Plainfield school system will be provided for under this legislation.

Responsibility for the program rests with Special Services. Child Study Teams in this division include a Director of Pupil Personnel Services, a coordinator, psychologists, learning disabilities teachers and social workers. The team has the services of a part-time psychiatrist and may consult a general physician or a neurolo-

gist about individual cases. Recommendation by a team is necessary before a pupil may be admitted to a class established under the Beadleston Act. Now required by state law, a Child Study Team was first established in Plainfield in 1961. Under this program, special classes are established where necessary, but children are expected to be integrated into the regular school organization when their development permits. In keeping with this approach, a re-examination is required no later than three years after the child has been accepted into the program. Class size in the program ranges from eight to 20 pupils, depending upon the disability involved.

The state compensates the local district for 50 per cent of the operating costs of this program and 75 per cent of the transportation costs. These refunds, however, are made only after a two-year period. In 1971-2 state aid for operating costs in this category brought \$275,725 to the city.

Health and Safety

The school health program requires immunization, routine physical examinations at periodic intervals, and sanitary and safety inspection of schools and grounds. Free tuberculin tests, polio immunization, vision and hearing tests and dental examinations are also provided. School nurses take measures to control communicable disease and also inform faculty and students about health matters.

Two fire drills a month are required by state law and periodic Civil Defense drills also are held. Guards under the supervision of the Police Department help children cross streets to and from school.

The junior high schools and Lincoln School participate in a federally-funded lunch program; participation in the pro-

gram was voted down by high school students in 1971.

A free breakfast program funded through Model Cities was begun at Jefferson, Stillman, Clinton and Washington Schools during 1971-2.

Enrollment and Attendance

State law requires the Board of Education to provide for a minimum of 180 school days. Children are admitted to kindergarten if they are five years old on or before December 31 of the school year of entrance. New Jersey law requires that all children between the ages of six and 16 attend school unless they are physically or mentally unable to do so.

School enrollment increased by more than 300 in the period 1969-70 to 1971-2 although studies had predicted a decrease in enrollment during those years.

The total of 9,659 pupils in October 1971 included 3,306 in kindergarten through grade four, 1,387 in grades five and six, 2,090 in grades seven through nine, and 1,752 in grades 10 through 12. Included in these figures are special education pupils: 226 in kindergarten through grade six, 16 in grades seven through nine, and 34 in grades 10 through 12.

During the years from 1967-8 to 1971-2 approximately 170 students were classified as drop-outs each year. This figure includes only students over 16 who informed the school that they no longer wished to attend.

Transportation

Transportation is provided for pupils living specified distances from schools. Distances specified by the Board of Education for 1972-3 are one mile or more for pupils in grades one through five, two miles or more for those in grades six through eight, and 2½ miles or more for high school students.

Kindergarten class at Washington School (left).

Study of gerbils in open classroom at Stillman School (right).

Physically and mentally handicapped pupils are transported to school by bus, van or taxi. Late buses are provided for students staying after school for detention or extra-curricular activities. Bus costs for private and parochial school students are also included in the school budget.

By state law buses must be inspected twice a year and drivers must pass an annual examination.

If a transportation contract is for more than \$2,500, the Board of Education is required to invite bidding and award the contract to the lowest bidder. If specified conditions are met, the contract may be renewed.

Social Studies class working on model of a city (left).

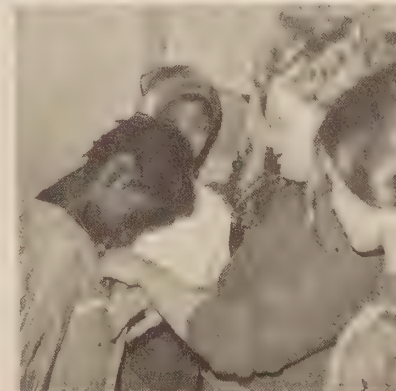
Art class studying animated film-making at Cook School (right).

State aid reimburses the district for 75 per cent of the cost of transporting pupils living given distances from school: two miles for most grades, 2½ miles for secondary school. The 1972-3 budget provides \$390,000 for school transportation costs of which the state will pay \$90,000.

Preschool Education

Since 1969 Plainfield has had a federally funded program for four-year old children from low-income families throughout the city. They attend during the school year for three hours, either in the morning or the afternoon.

The program is geared to preparing children for reading and for understanding mathematical concepts. Activities are encouraged which lead to physical coordination. Field trips are also an important aspect of the program. Medical and dental care are provided.



Washington School class studies measuring and comparing (left). Study of a skeleton absorbs members of a Science class (right).

Teachers with academic qualifications and experience in early childhood education are assisted by paid teacher-aides, chosen from among the parents of the children.

Locations for the classes are chosen in areas with a high concentration of low-income families. Children whose families have the lowest income and the largest number of family members have first priority for admission. There is no charge for this program. There were 240 children enrolled in 16 classes in 1971-2.

Funded through Title I, Elementary and Secondary Education Act (ESEA), the program cost \$325,000 in 1971-2. There is no cost to the city.

Child Care and Development Program at Plainfield High School.



Photo courtesy of the Board of Education

A free program for preschool children was established at Plainfield High School in 1971 open to all families throughout the city regardless of income. The objective is to give high school students interested in early childhood education an opportunity for first-hand experience.

There are two classes, a morning class for three-year olds and an afternoon class for four-year olds. Creativity is encouraged and no rigid schedule is followed.

Adult Education

The Plainfield Adult School enrolled over 1,400 students in 1971-2 in recreational, self-help and cultural courses. There is emphasis on basic education and preparation for the high school equivalency test (General Educational Development or GED) but courses such as data processing, auto mechanics and yoga are also offered. The Adult School cooperates with Newark State College and Union College in offering courses in child development, science, and social issues. Newark State College provides various basic courses leading to certification for elementary school teaching.

Any adult may register; residency in the city is not required. High School juniors and seniors, with permission from their parents and guidance counselors, may apply for admission, although if classes are limited in enrollment, preference is given to adults.

Some of the courses are free, including the course in Adult Basic Education (preparation for high school). The courses in English for the Foreign-Born are free to Plainfield residents. Students enrolled in the High School Equivalency course pay a \$5 fee which is applicable to the GED test. Senior citizens may enroll in many of the courses without charge, except for a \$1 registration fee.

There are two series — fall and spring. Most classes are held in the Plainfield High School.

The Adult School is sponsored by the Board of Education and the Division of Recreation. There is a full-time Director who is assisted by an advisory council of nine citizen members.

The Plainfield Adult School also sponsors the Adult Learning Center where persons who have not completed their elementary education may, without cost, use the help of a teacher and teacher-aide at times convenient to themselves. The walk-in service is located at 233 East Fifth Street and is open weekdays from 9 a.m. to 4 p.m. and from 6:30 to 9:30 p.m. The Center also offers assistance in preparation for the High School Equivalency Test.

The school budget included \$50,000 for the Plainfield Adult School in 1971-2 and an additional \$12,000 for the Evening School for the Foreign-Born. State aid provides two-thirds of the Director's annual salary and also pays one-half the cost of the Evening School for the Foreign-Born up to a maximum of \$5,000.

The Adult Learning Center is financed through several federal programs: High School Equivalency, Adult Basic Education, General Educational Development and Work Incentive Program. Approximately \$34,000 was given to the Center through these programs in 1971-2.

School Finance

Since the fiscal year for the schools is July 1 to June 30, the school budget is prepared more than six months in advance so that it may be sent to the county along with the municipal budget which is based on the calendar year.

In addition to the Board of Education and the City Council, the Board of School Estimate plays an important role in adoption of the school budget in Plainfield and other Type I districts. This five-member body includes the Mayor, two Councilmen selected by the City Council, and two Board of Education members, traditionally the President and Vice-President.

School Budget 1972-3

Administration	\$ 481,000	Tuition	\$ 150,000
Instruction	7,835,000	Food service	74,000
Attendance	34,000	Student activities	86,000
Health service	175,000	Community services	25,000
Transportation	390,000	Adult education	42,000
Operation	1,166,000	Summer school	50,000
Maintenance	382,000	Evening School for	
Fixed charges	506,000	the Foreign-Born	12,000
Total current expense		11,408,000	
Capital outlay		149,000	
Total appropriation		11,557,000	

Steps in adopting the school budget:

- preparation by the Assistant Superintendent for Business
- review by a School Budget Advisory Committee composed of members of community organizations
- approval by the Board of Education and submission to the Board of School Estimate
- a public hearing which state law specifies the Board of School Estimate must hold between February 1 and 15
- approval by the Board of School Estimate and submission to the City Council
- a public hearing before the City Council on municipal expenditures (first Council meeting in March)
- approval by the City Council and appropriation of the required amount from city funds

Enrollment, Personnel and Expenditures 1967-8 to 1971-2

		Central Administration			School Administration		Teachers		Custodial	
	Pupils									
	Date	No. on Roll	No. of Persons	Amount	No. of Persons	Amount	No. of Persons	Amount	No. of Persons	Amount
1967-68	6/19/68	8909	17	\$181,766	19	\$248,520	462.20	\$4,098,774	67	\$396,987
1968-69	6/18/69	9014	17	196,395	20.2	294,770	478.45	4,497,567	66	416,679
1969-70	6/19/70	8990	26	245,095	22.1	349,038	489.20	4,889,023	80	526,170
1970-71	6/23/71	9304	29	326,195	22.2	417,604	515.30	6,149,285	78	587,273
1971-72	10/1/71	9659	29	363,000	24	408,427	535.20	6,097,207	81	694,207

If the budget is rejected by the Board of School Estimate or the City Council, the Board of Education revises and re-submits its requests.

The instruction figure includes salaries of principals, supervisors, teachers and clerical workers as well as costs of textbooks, library and audiovisual materials, and other teaching supplies. Attendance includes salaries of social workers, operation covers utilities and salaries for the care of buildings while maintenance covers salaries and other expenses for care of grounds, buildings and equipment. Fixed charges are for such items as state pension programs, Social Security and insurance.

The total amount of state aid to the Plainfield school system will be \$2,066,265 for 1972-3.

The largest amount of state aid is given under a formula called Incentive Equalization Aid which is based upon enrollment and degree of local tax support. Other state funds are given for transportation and service to handicapped pupils. Smaller amounts cover some expenses for adult education including evening school classes for the Foreign-Born.

In addition to state aid for these purposes, state and federal funds amounting to \$1,517,244 were allocated in 1971-2 for special programs. The programs included vocational experience for public school pupils, pre-school programs, basic education and vocational training for adults, reading and cultural enrichment, a summer program for trainable students, school breakfasts, library materials, and mini-grants to teachers. In some cases these funds supplement salaries of certain teachers and other staff members. Federal and state funds for special programs are not included in the local school budget.

*Morning scene showing exhibit wall, card catalog,
lower level with story-telling pit and reflecting pool.*

Plainfield Public Library

History

The Plainfield Public Library, one of the first in New Jersey, opened in 1882. The original quarters were a rented room in a building on the south side of Front Street just east of Park Avenue. Within two years Job Male, Plainfield's first Mayor, became interested in the library, joined the Board of Directors, and offered to donate land and erect a suitable building if others would contribute \$20,000 for books and works of art. This condition was soon met, and the first library building, located at Park Avenue and West Eighth Street, was completed in 1886. An adjoining building facing College Place was donated by Andrew Carnegie in 1912. The only portion of the first library building paid for with city funds was a concrete structure for book stacks built in 1889.

A new building on an adjacent site opened in April 1968. The old building was demolished, and its site is now one of two parking lots for the new structure.

Planned by the architectural firm of Curtis and Davis of New York, the new building has been described in periodicals of national circulation. Glass-walled, on two levels, with gaily colored furniture and teakwood walls, the library contains a children's room with a carpeted, curtained pit for story telling and a meeting-exhibit room which seats 200. The main floor, the Martin Luther King Reading Room, houses comfortable seating, study carrels, tables for listening to records with earphones, microfilm reading machines and self-service, coin-operated copying machines.

A pool with a fountain on the lower level, visible from the second level, is a dramatic feature designed to provide decorative interest, mask noise and aid in the functioning of the air conditioning system.

The cost of the building was over \$1,300,000; furnishings and equipment cost another \$300,000. Of this cost



\$1,400,000 was paid by city funds, \$112,000 by federal funds, and \$100,000 was the gift of an anonymous donor.

Hours and Membership

The library is open 68 hours a week, Monday through Friday from 9 a.m. to 9 p.m., and Saturday from 9 a.m. to 5 p.m.

Persons who live, work full-time or own property in the city may join the library without charge; others may use materials and services within the library and attend library programs without charge but pay a membership fee if they wish to check out materials. In 1971 there were 18,590 adult members including 1,163 non-resident, fee-paying borrowers; there were 9,163 juvenile members of the library. Circulation in the adult department was 175,824, in the juvenile department 59,209.

Area Reference Library

As part of a cooperative state-wide plan designed to make maximum use of facilities, the Plainfield Public Library was designated an Area Reference Library in 1961. Through what is known as the Inter-library Loan Service, it supplies books and other materials to smaller libraries in 19 communities at the request of their patrons and also provides help to them in answering reference questions, building collections and developing in-service training programs. In 1971 the Plainfield library offered such service to more than 327,000 persons. For providing service under this program, the library receives an annual state appropriation.

Patrons of the Plainfield library may receive similar help from the Newark Public Library as the Metropolitan Reference Center and, channeled through the latter, from the New Jersey State Library in Trenton.

The Collection

The library has more than 150,000 books (approximately 90,000 titles). Emphasis in the adult collection has been given to reference books, art books, materials on black history and culture, business reporting services and directories, genealogy sources, and information on Plainfield and New Jersey. Materials are available in extra large type — books, The New York Times and Reader's Digest.

Nearly 500 periodicals are received. Back issues are kept, some back to the 1800's, along with a number of indexes. The microfilm library includes The Courier-News and previous Plainfield newspapers from 1837 and The New York Times from its origin in 1851, as well as periodicals such as The Nation, U. S. News and World Report and Time.

Official United States publications from the Superintendent of Documents and other governmental agencies are available for use. Since 1971 the library has been a depository for federal publications. This designation enables the library to select, from the quantities of government publications available, those of interest to the

community. These are received on a regular basis.

The library is also a depository for New Jersey state documents. Reports and studies from the Union County Planning Board and other county boards, commissions and agencies are received as well. In addition Plainfield officials make available to the library local reports, studies, laws and other local documents. These federal, state and local publications are all available for use by the general public in the library, and many may be checked out.

A pamphlet file includes materials of current interest, a New Jersey section and a section of occupational information.

Local information includes a calendar of community events, a file of clippings from The Courier-News and other papers, a card file on community organizations with their current officers, and a card file of biographical information of persons important in the city's history as well as at the present time.

The library owns films and film strips which may be borrowed. In addition,

Photo by Paul Walshin





Story pit in the Children's Room.

Photos by Thomas J. Lowe, II

Outreach Program brings library materials to residents.



through membership in the New Jersey Film Circuit, the library offers to borrowers a rotating group of about 30 films each month. The audio-visual director of the library will arrange for previewing of library films and will also instruct in the use of projectors and other equipment.

Over 1,000 phonograph records may be borrowed; art slides also are available. The library owns a number of original art works, including three Winslow Homers and several Audubon prints.

Services and Programs

All library services and programs are free and open to both residents and non-residents.

Reference service is available in person or by telephone. Reference librarians will provide materials requested and furnish direct answers to questions. The telephone number is 757-1111.

Groups may tour the building, see a film, or request a book review or other discussion by the staff. Staff members also cooperate with groups such as senior citizens in planning programs outside the library.

A series of weekly adult films, often feature-length, is offered several times during the year. Art shows and other exhibits are sponsored by the library itself or by groups such as the Plainfield Art Association. The Friends of the Library, an organization open to all, sponsors talks and programs on the arts as part of its objective of encouraging use and support of the library.

The Children's Room offers a regular film program and story hour for children. A discussion group for parents meets at the same time as a story-hour for pre-school children. Activities for a children's reading club during the summer, built around a theme, include films, talks, exhibits and special events. A steady stream of school classes visits the Children's Room throughout the year.

An Outreach Program, begun in 1972, is designed to extend service to Plainfield residents not accustomed to using the library. Books and other materials will be transported to areas where residents gather and activities such as story hours will be held on street corners, in parks or at other locations in the community. The program is partially financed by a federal grant renewable each year for a maximum of three years.

Administration and Finance

The governing body of the library was reorganized in September 1971 to comply with requirements of a state law passed in 1970. The Board, now known as the Board of Trustees, was reduced from nine to seven members. Two of the members are the Mayor and the Superintendent of Schools (who may appoint alternates). The other members, at least four of whom must be residents of the city, are appointed by the Mayor with advice and consent of the Council, for terms of three years. The official name of the library is now the Free Public Library of Plainfield, New Jersey.

A Director (salary range \$16,408-\$21,332) and an Assistant Director (salary range \$12,856-\$16,712) head a staff of 30 persons, about a third of whom have degrees of Master of Library Science, a requirement for state certification as professional librarians.

Operating income for the library in 1971 included \$279,234 from city funds, of which \$9,234 represented fines collected by the library and returned to it. State aid amounted to \$94,922, and income from gifts, trust fund and miscellaneous sources was \$37,658.

Library expenditures for 1971 included \$246,387 for salaries and \$60,766 for books, other printed matter and audio-visual materials. The city budget for 1972 allocated \$296,805 to the library.

*Early morning view
at the lake in
Cedar Brook Park.*

Parks Within the City

The only city-owned park is Library Park. A large city block in size, it is adjacent to the Plainfield Public Library and near the high school.

There are two Union County parks in Plainfield — Cedar Brook and Green Brook.

On a site which was originally the city garbage dump and a swamp, 86-acre Cedar Brook Park is located in the south central end of town with entrances at Park Avenue, Randolph Road and Pemberton Avenue.

Green Brook Park, in the northwest end of the city, has entrances on West End Avenue, Myrtle and Clinton Avenues. Green Brook, the stream which flows from Seeley's Pond in Watchung Reservation, runs through the park. In 1926 the City of Plainfield and the Borough of North Plainfield donated to the Union County Park Commission a partially developed park of 60 acres which the Commission has expanded to 100 acres.

Facilities at Cedar Brook Park include a pond for fishing and ice-skating, tennis courts, two field hockey areas, shuffleboard courts and playing fields for football, baseball, softball and soccer. The tennis courts were renovated in 1972. Union County residents may purchase a season ticket for their use for \$5. Any player may pay an hourly fee. (Courts are also available at the high school field on Randolph Road.) Green Brook Park offers two small lakes for fishing and ice-skating, a coasting area, a bowling green and playing fields for football, baseball, softball and soccer. Both parks have playgrounds and picnic tables and fireplaces.



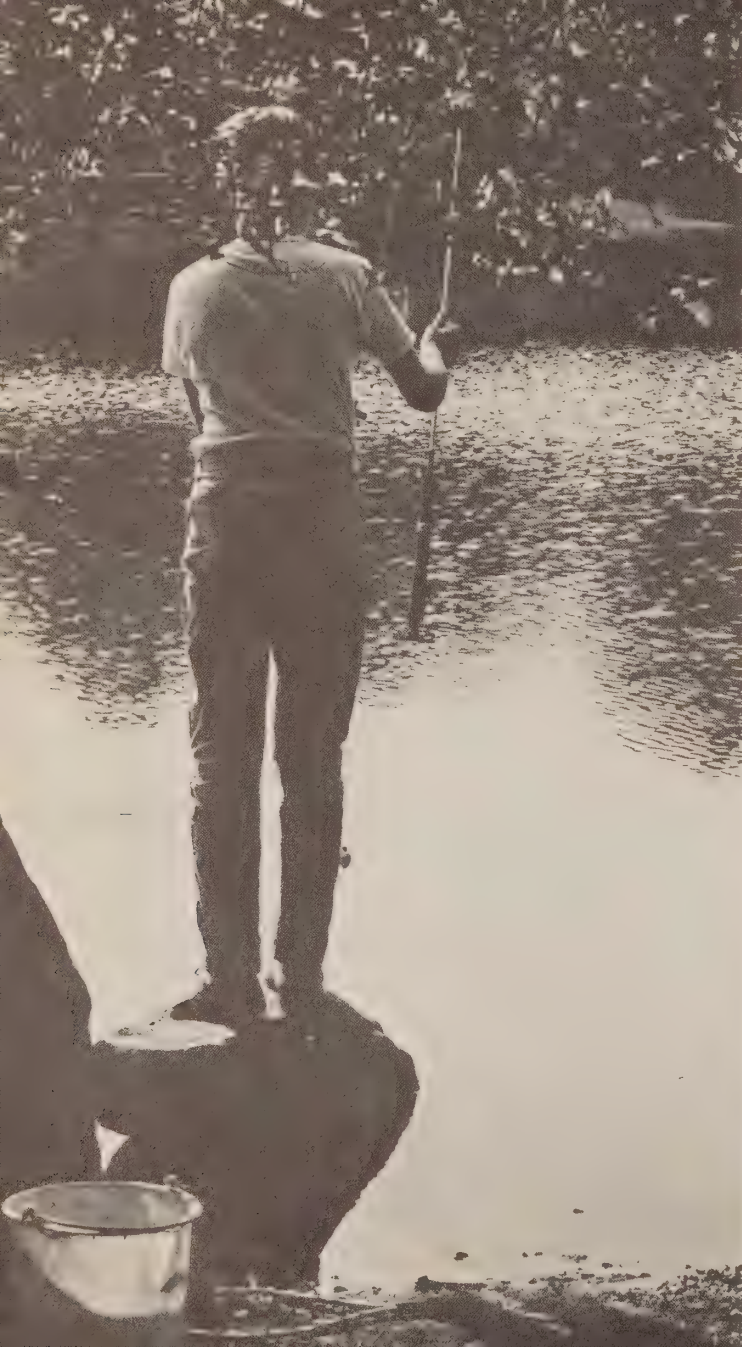


Photo by Edler Mintz

Fishing at Cedar Brook Park.

Horticulture displays at Cedar Brook Park include a Shakespeare Garden, irises, daffodils, chrysanthemums and dogwood. The Plainfield Garden Club helps to maintain these displays as well as the rhododendron border at Green Brook Park.

The Shakespeare Garden, located in the western part of Cedar Brook Park, was planted in 1927 on the 363rd anniversary of the birth of the poet. Designed by an internationally-known firm of landscape architects and developed by the Park Commission in cooperation with local garden clubs, the Shakespeare Garden contains 17 flower beds in geometric designs and two 100-foot-long borders planted with flowers mentioned in Shakespeare's works along with other flowers grown in England during the 16th and 17th centuries. About 40 plants are labeled with quotations from Shakespeare's works. An arbor overhung with 16th century vines provides an entrance to the garden which reaches peak bloom in early June.

The iris garden, planted during the summer of 1932, is said to be the only public garden in the United States of its kind. New varieties are added each year.

Also thought to be unique, the daffodil planting, begun in 1936, contains many

thousands of bulbs representing more than 200 varieties, all labeled. The bulbs are planted in drifts against a background of evergreens and shrubs.

The peony garden, begun in 1939, contains about 125 plants representing 100 varieties. The hemerocallis bed, started in 1949, has almost 80 varieties of lilies. The chrysanthemum garden, begun in 1950, contains over 200 plants of 28 varieties.

About 200 dogwood trees grow at the Park Avenue entrance. A planting of cornelian cherry trees borders the drive from Park Avenue, coming into bloom as early as the last week of March.

The Calendar for the blooming season for plantings in the two parks

	First Bloom	Full Bloom
Daffodil plantation	Apr. 10	Apr. 19-25
Iris Garden		
Dwarf Early	Apr. 15-25	May 1-15
Tall-Bearded & Siberians	May 10-15	May 13-30
Dogwood	Apr. 23-May 6	Apr. 30-May 20
Peony	May 20-25	May 25-June 7
Hybrid rhododendrons	May 15-20	May 20-28
Hemerocallis	April into September	
Chrysanthemums	Mid-Oct. to late Nov.	

Park Commission

Children and adults enjoy winter sports at Green Brook Park.

Photo by E. T. Wiggins, courtesy of the Union County



County, State and Federal Offices

Union County Welfare Board

The County Welfare Board is appointed by the Board of Chosen Freeholders of Union County under the supervision of the New Jersey Department of Institutions and Agencies. It offers the following public assistance programs for those who qualify

- old-age assistance to those age 65 or older
- medical assistance to the aged (Medicare)
- aid to dependent children
- aid to the totally and permanently disabled
- aid to the blind (given in cooperation with the New Jersey Commission for the Blind)
- aid to families with dependent children
- medical assistance to all who qualify for the above categories except those covered by Medicaid
- food stamp program
- work incentive programs for mothers with dependent children

These programs are part of federal law and are financed jointly by the federal, state and county governments.

Plainfield residents apply directly to the Union County Welfare Board at 315 East Front Street.

New Jersey Employment Service

This office includes an Employment Service and an Unemployment Service. The Employment Service provides

- information about the labor market in this area or in other areas to which residents may wish to move

- training under the federal Manpower Development and Training Act
- cooperation with MDTA projects of Model Cities
- employment counseling
- aptitude testing
- job placement
- special attention to veterans and older and handicapped workers
- services to employers, such as job analysis

The Unemployment Service provides information about benefit payments to employees and employers and arranges for benefit payments for applicants who qualify.

Part of the state Department of Labor and Industry, this is one of two NJES offices in the county. It is located at 525 Madison Avenue.

Social Security Office

This office provides the following services:

- accepts applications for old-age, survivor or disability benefits
- accepts enrollment in Medicare
- issues original or duplicate Social Security cards
- provides information on the Social Security program

Established in the city in 1972, the office serves residents, businesses and organizations in Plainfield, Dunellen, Fanwood, Green Brook, Middlesex, North Plainfield, Scotch Plains, South Plainfield, Warren and Watchung. It is located at 522 Arlington Avenue.



Photo courtesy of the New Jersey Employment Service

Employment interview in the Plainfield Local Office of the New Jersey Employment Service.

Union County Legal Services Corporation

Funded by the federal Office of Economic Opportunity, this service is offered to persons on welfare or with low incomes. Legal aid is offered in such matters as matrimonial cases, landlord-tenant disputes and appeals on unemployment compensation. Cases are not accepted in defense of a person who is being sued or in cases which are fee-generating, that is, which could result in an award from which a lawyer could be paid. To be eligible for the service, an applicant may earn no more than \$3,000 plus \$500 for each dependent. For those who do not qualify under this regulation, a lawyer referral system is available. The office is located at 525 East Front Street.

Plainfield Area Drug Abuse Clinic

Financed and operated by the New Jersey State Department of Health, this clinic offers counseling and referral service and provides methadone maintenance and detoxification. It is located at 519 North Avenue.

The Private Sector

Although the purpose of this book is to furnish a guide to local government, some limited information is included here about the dozens of private agencies and hundreds of voluntary organizations in the city because they greatly affect the quality of life for city and area residents.

Many of these groups have a long history in the city. The United Family and Children's Society, for example, has functioned for more than 90 years, and the Plainfield Symphony Society is one of the oldest non-profit, non-professional musical organizations in the country.

Space limitations permit listing only groups located in Plainfield. For information about groups located in other communities which offer service to Plainfield residents, the following publications may be consulted in the Plainfield Public Library.

Union County Resource Directory lists and describes non-profit health, recreation and welfare services. Published June 1970 by the Social Planning Committee, United Community Services of Eastern Union County, 694 Bayway, Elizabeth, N.J. 07202.

Cultural Organizations of Union County is compiled by the Summit Art Center, Inc., with the support of the N.J. Council on the Arts. Copies may be requested from the Center, 17 Cedar St., Summit, N.J. 07901.

AGENCIES AND MAJOR GROUPS

American Cancer Society
121 W. 5th St. 07060 754-7995

Special programs for groups including films and speakers. Library of films and kinescopes, publications including literature in foreign languages. Specialized program for acute leukemia patients. Speech instruction for laryngectomized cancer patients. Transportation for ambulatory patients to clinic or doctor's office within the county. Prosthetic appliances, hospital beds, wheel chairs, rockers, medication and home nursing care for medically indigent patients.

American Red Cross
834 W. 7th St. 07063 756-6414

Communication link between servicemen and families. Information for veterans about government benefits. Aid in locating relatives abroad. Help in bringing persons to this country. Classes in first aid, life-saving, care of sick. Blood bank. Transportation to hospitals on referral by physician or agencies. Help in disasters.

Association of Religious Organizations
c/o First-Park Baptist Church
315 W. 7th St. 07060 756-5322

Sponsorship of community services including "Lifetime Learning" courses for retired persons and others; StarFish, a volunteer service offering neighborly help including transportation, companionship, emergency baby-sitting and homemaking, interpreting of languages; Plainfield Tutoring Committee, which works with pupils referred by the schools.

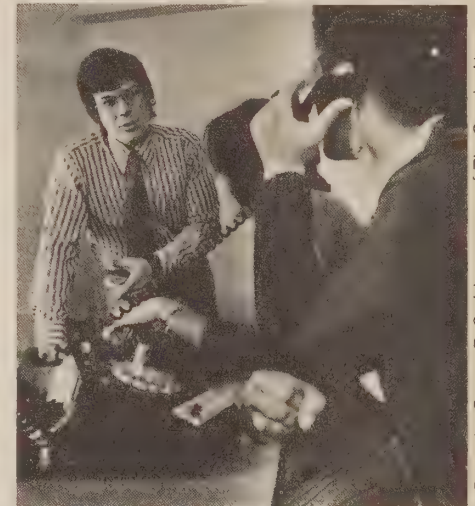
Boy Scouts of America
Watchung Area Council
905 Watchung Ave. 07060 753-1976

Program for boys 8-18. Resident camp. (The Washington Rock Council Headquarters of the Girl Scouts of the U.S.A. is located in Westfield.)

Catholic Community Services
516 W. 6th St. 07060 756-0085

Counseling and financial aid in emergencies.

Director and volunteer workers at the Crisis Referral Information Center.



Crisis Referral and Information
(Crisis-Hot-Line), at YWCA
232 E. Front St. 07060 561-4800

A telephone service which provides assistance to persons in crisis situations.

Elks Crippled Children's Committee #885
116 Watchung Ave. 07060 756-0885

Support for maintenance of Somerset County Crippled Children's Treatment Center in Somerville. Arrangements for medical examinations and care. Physical aids and educational services for crippled children from birth to 21 years.

*Plainfield Chapter
of the American Red Cross.*

Photo by Paul Walshin





*The Plainfield Area Chamber of Commerce
co-sponsors annual sidewalk art show
with the Plainfield Art Association.*

Grant Avenue Community Center
812 W. 6th St. 07063 561-0123

Day care through the Family Development Center from 7:30 a.m. to 6 p.m. including breakfast. Sliding fee scale. Activities for children and youth including tutoring. Sewing classes, consumer education for adults.

Greater Plainfield Senior Citizens Center
First Baptist Church
New Market 08854 968-6290

A Monday through Friday program including crafts, card games, discussions, music, dances, trips, counseling, health screening. The group is seeking permanent quarters.

Jewish Community Center
403 W. 7th St. 07060 756-2021

Program emphasis on activities for children and youth, crafts, the arts, sports and public issues. Nursery school. Summer camp. Adult education and public affairs discussions. Golden Age Club.

King's Daughters Day Nursery
502 W. Front St. 07060 756-7788

Day care Monday through Friday, 8 a.m. to 5 p.m. for children (three to five years of age) of working mothers.

Mobile Meals, c/o First-Park Baptist Church
315 W. 7th St. 07060 755-7175

Meals prepared by volunteers and delivered to homes of convalescents and shut-ins at cost.

Neighborhood House
644 W. 4th St. 07060 757-7100

Activities for all ages, emphasis on preschool children and out-of-school youth. Nursery school mornings and afternoons. Tutoring. College guidance. Black history classes. Consumer education and sewing classes for adults. Golden Age group. Library which offers a reference and circulating book collection, films and records, study space, story-telling.

New Jersey Association for Retarded Children, Union County Unit
c/o First Methodist Church
631 E. Front St. 07060 754-1989

Nursery school. Cub pack and Boy Scouts. Referral to Union County Rehabilitation Institute at Runnells Hospital in Berkeley Heights for programs in independent living, recreation and work shop for older retarded persons.

Plainfield Area Chamber of Commerce
119 Watchung Ave. 07060 754-7250

Concern with local affairs — taxation, downtown renewal, industrial development, housing and neighborhood improvement, promotion of cultural and educational activities. Promotion of better transportation facilities. Interest in recruiting young people for area business. Special sales days conducted by Retail Division. Fair Business Practices Committee to which consumer problems may be referred. Includes civic and professional members.

There is no Better Business Bureau in Plainfield; the nearest office is in Newark. The city Office of Information and Complaints may be of help in solving consumer problems, particularly when a problem falls within the scope of the work of a city department, the Health Division for example, or the Bureau of Code Enforcement. The Courier-News has a column called Help which answers questions, most often from dissatisfied consumers, and often is instrumental in reaching solutions to problems. A list of public agencies and voluntary consumer protection groups is available at the Plainfield Public Library.

*Neighborhood House coach
and basketball players.*



Photo by Paul Walshin

Plainfield Hearing Society, Inc.
518 Watchung Ave. 07060 756-6060

Hearing tests, speech therapy, lip-reading instruction. Recreation including showing of films with captions. Cooperation with the Adult School in offering classes in communication with the deaf.

Plainfield Humane Society
75 Rock Ave. 07063 754-0300

Care for lost, abandoned, unwanted, street-injured or street-killed animals. Dog warden services through contracts with the three Plainfields, Fanwood, Greenbrook, and Watchung. Care for animals until claimed by owners (within seven days) or until adoption; humane destruction if necessary.

*Plainfield
Rescue Squad
members.*



Photo by Michael Slovits

Plainfield Rescue Squad
700 W. 7th St. 07060 756-6000
(Police Division Headquarters)

Transportation to hospitals in or out of the city in emergencies 24 hours a day. Transportation to hospitals out of the city on 24-hour notice in non-emergency cases. Three ambulances. Staffed by 100 active members, all unpaid volunteers. Supported entirely through community contributions. Answered 4,825 calls in 1971.

Planned Parenthood Tri-County League
Inc., 234 Park Ave. 07060 756-3736

Education for marriage, contraceptive service, abortion referral, consultation on fertility, cancer detection test (pap smear), medical examination.

Salvation Army
615 Watchung Ave. 07060 756-2595

Recreation, summer camp. Referral services for unwed mothers. Temporary shelter and meals. Missing persons bureau. Residential care including work therapy arranged through Newark office. Aid in disasters. Pick-up of paper and clothes.

Second Street Youth Center
935 S. 2nd St. 07063 755-7717

Crime deterrent program for youth on probation or parole and others. Mock radio station. Martin Luther King Memorial Library. Adventure Club for five to 13 year-olds. Boxing and basketball teams and other sports. Houses Plainfield Reading Program. Expected to house a multipurpose service center beginning in 1972 including Day Care 100, Union County Legal Services Corporation, New Jersey Rehabilitation and Camp Crusade.



Union County Psychiatric Clinic
111 E. Front St. 07060 756-6870

Treatment for children and adults by psychiatrists, psychologists and social workers. Individual treatment often supplemented by family consultation. Group therapy. Consultation with service agencies, especially youth-serving agencies and professionals. Community information and education. Intern program and staff training program often in conjunction with hospitals. In 1971 the Clinic treated 790 persons. Partially financed by public funds, the Clinic received \$214,000 from the state in 1971, \$88,000 from the county, and funds from municipalities or Boards of Education, including \$4,000 from the Plainfield Board. The rest of its income is from the United Community Fund and from patients' fees, which are on a sliding scale.

United Community Services
700 Park Ave. 07060 757-1451

Coordination of services. Budgeting for the United Fund, a fund-raising organization for 21 member agencies. A total of \$290,000 was distributed in 1971. Member agencies listed in order of amount received were American Red Cross, YMCA of Plainfield, YWCA of Plainfield, United Family & Children's Society, Neighborhood House, Visiting Nurse Association, Kings Daughters Day Nursery, Jewish Community Center, Second Street Youth Center, Union County Psychiatric Clinic, Girl Scouts, Boy Scouts, YMCA of Fanwood-Scotch Plains, Cerebral Palsy League of Union County, Mental Health Association of Union County, Association for Retarded Children, Plainfield Senior Citizens Center, Catholic Community Services, Visiting Homemaker Service of Union County, Visiting Homemaker Service of Somerset County, and United Service Organizations.

Photo by Paul Walshin

United Family and Children's Society
305 W. 7th St. 07060 755-4848

Counseling on marital problems, parent-child relationships, individual personality problems, problems of the aging. Arrangements for adoption for persons residing within a 15-mile radius of Plainfield. Emphasis on adoption of hard-to-place children. Services to unwed mothers.

Visiting Nurse Association
212 E. 7th St. 07060 756-2436

Offers care to all persons regardless of ability to pay. Parochial school nursing. Well-baby clinics for indigent families. Venereal disease clinics. Communicable disease control programs. The Association is a certified Home Health Agency under Medicare and Medicaid. Operates on a contract basis with public and private agencies in Union, Somerset and Middlesex counties.

Young Men's Christian Association
518 Watchung Ave. 07060 756-6060

Group and club program for boys and men. Fitness classes, swimming for girls and women. Teen-age activities including special programs for the hard to reach. Businessmen's health club providing supervised program, exercise equipment, sauna, massage and whirlpool. Resident camp, family camp, day camp.

Young Women's Christian Association
232 E. Front St. 07060 756-3836

Daily preschool group. Nursery service. Special swim program for children from three to five years old. After-school care for children in grades one through four. Saturday programs. Roller-skating. Teen age ski club, African dance group. Trips to the theater, museums, etc. Senior citizens luncheon meetings with speakers, films or social hour as well as reduced membership fees and senior citizens club. Summer day camp. Cooperation with the Spanish community.



YMCA.

The Visiting Nurse Association receives an annual appropriation from the city for services such as these.

YWCA.



Photo by A. Ogaard, courtesy of the Plainfield YWCA.



New Jersey Schola Cantorum performs in the new auditorium at Plainfield High School.

Photo by Michael Slovits

THE ARTS

N.J. Schola Cantorum, formerly Plainfield Choral Society

A 70-voice adult concert choir, a youth chorale for high school and college young people, a children's choir for grades 4-8 sponsored jointly with the Board of Education. Concerts at Plainfield High School as well as in Newark and at Lincoln Center, New York. Subscriptions, tickets to individual events. Louis Hooker, director.

Plainfield Art Association

Exhibits at the Plainfield Public Library and at Trailside Museum, Watchung Reservation. Annual sidewalk art show, co-sponsored with the Plainfield Area Chamber of Commerce. Monthly meeting at the Library.

Plainfield Community Concerts Association

Through cooperation with groups in other municipalities presents musicians of international reputation including major symphony orchestras. Season ticket holders (no individual admissions are sold) may attend about 20 concerts each year, four of which are held in the auditorium of Plainfield High School.

Plainfield Symphony Society

Eighty-member symphony presents three adult concerts a year and two children's concerts, the latter with the assistance of the Junior League of Plainfield. Jose Serebrier, director. Season tickets but also tickets to individual concerts.

Photo courtesy of the Public Information Office



Judges at annual sidewalk art show sponsored by the Plainfield Art Association and Plainfield Area Chamber of Commerce.

EDUCATION

Elementary and Secondary Private and Parochial Schools

Children of the Rainbow
c/o YWCA, 232 E. Front St. 07060
756-3836

An "alternate school." Grades K-6.
Enrollment of about 30.

Hartridge School
1040 Plainfield Ave. 07060 756-0035

College preparatory country day school
for girls. Grades K-12. About 235 students.

Hebrew Day School of Plainfield
532 W. 7th St. 07060 754-3413

Jewish parochial school, grades K-8.
About 80 students.

St. Bernard's School
365 Emerson Ave. 07062 755-0930

Roman Catholic parochial school,
grades 1-8. About 550 students.

St. Mary's School
513 W. 6th St. 07060 755-1504

Roman Catholic parochial school,
grades 1-8. About 700 students.

Wardlaw Country Day School
1030 Central Ave. 07060 757-3242

Grades K-6 (about 150 students). The
school has another campus in Edison for
grades 7-12.

Supplementary Programs for the
Public Schools

Plainfield Reading Program
935 S. 2nd St. 07063 561-5828

Helps children adjust to school. Spon-
sored by Urban Coalition, Bell Labora-
tories and Seton Hall University. Volun-
teers also from Newark State College,
Rutgers University and area high schools.
Full-time coordinator.



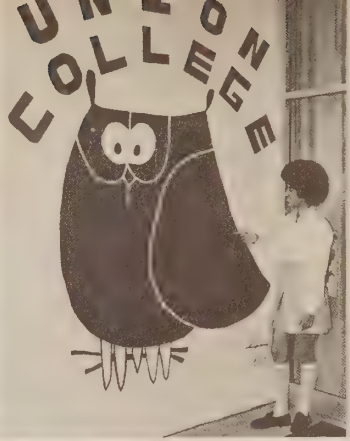
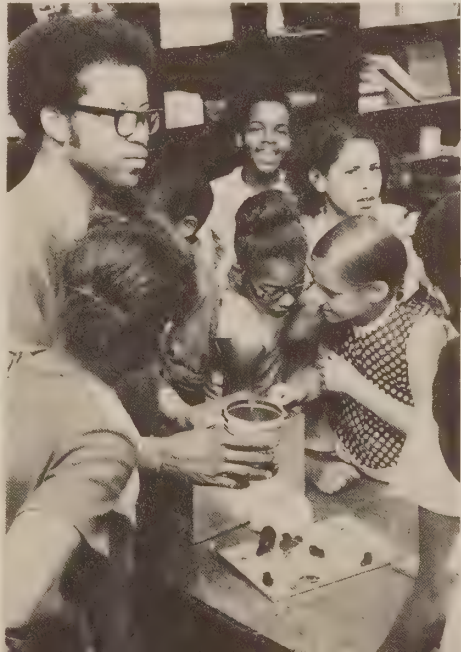
Discussion at Hartridge School.

Photo courtesy of Hartridge School

Plainfield Science Education Coalition
600 W. 3rd St. 07060 754-2642

A science center. Help from teacher-
coordinators and Rutgers University grad-
uate students. Present emphasis on activi-
ties for grades five and six. Class visits,
invitation to "drop in."

Photo by Fred Keesing, courtesy of The Courier-News.



Union College student
with the emblem
she designed.

Class at Union College,
Plainfield campus.



Photos by E.R. Bogard, courtesy of Union College

Higher Education

Union College, Plainfield campus
317 E. Front St. 07060 755-2650

A branch of Union Junior College of
Cranford established in the city in Sep-
tember 1970. Facilities for 250 full-time,
300 part-time students. Courses on a
freshman level in English, history, mathe-
matics, psychology, business, education,
languages and law enforcement. Non-credit
refresher course in communication skills,
introductory algebra and trigonometry.
Tuition in 1971-2 was \$12 per credit for
Union County residents, \$24 for non-
residents. An advisory committee of com-
munity leaders is headed by the Mayor.
Union College is accredited by the Middle
States Association.

At the Plainfield
Science Center.



Drake House, built in 1745.

Photo courtesy of the Board of Education

LIBRARIES AND MUSEUMS

Drake House Museum
602 W. Front St. 07060 755-5831

Built in 1745, used by Washington as his headquarters and command post during the Battle of Short Hills, June 27, 1777. Now owned by the city but administered by the Historical Society of Plainfield and North Plainfield. Includes Indian and military items and mementoes of local history. A number of rooms are decorated to represent colonial, Revolutionary and Civil War periods. Open Monday, Wednesday and Saturday from 2 to 5 p.m.

Muhlenberg Hospital Library, the
Dr. E. Gordon Glass Memorial Library
Randolph Rd. 07060 753-2000

A collection of some 5,000 volumes in addition to 2,000 volumes of bound periodicals. Subscriptions to over 170 medical and scientific journals. Use limited to persons associated with the hospital.

National Starch and Chemical Corporation
1700 W. Front St. 07063 755-4100

Technical library for company personnel.

Seventh Day Baptist Historical Society
510 Watchung Ave. 07060 754-3404

Library-museum which houses the archives of the church in the United States and England including church records, genealogies, diaries and letters. Open to the public without charge Monday through Friday from 10 a.m. to 4 p.m.

* * *

Other libraries are located in churches, synagogues and schools.

Muhlenberg Hospital

Muhlenberg Hospital is a major health care facility for the Plainfield area. Incorporated in 1877, the hospital opened its doors in 1881 at what is now Muhlenberg Place near Plainfield Avenue. It was named for William Augustus Muhlenberg, a clergyman who founded St. Luke's Hospital in New York City.

Because hospital services were considered to be a form of charity at that time, only 64 persons were admitted in the first 18 months. Today, staffed by 250 doctors

and over 1,300 employees, the 510-bed hospital serves nearly 400 patients per day. It is located at Randolph Road and Park Avenue. A \$9.7 million building now under construction will centralize many outpatient services and provide expanded emergency service.

Service facilities include

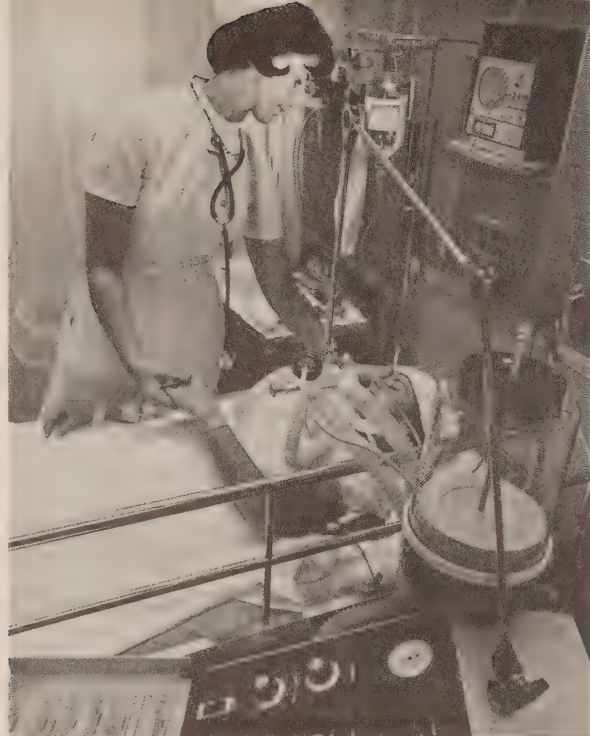
- emergency service (nearly 30,000 patients in 1971)
- intensive care unit
- special surgical care unit for thoracic and neuro-surgical patients

- coronary care unit
- medical and surgical nursing units
- acute and chronic hemodialysis (artificial kidney) units
- respiratory care unit
- ambulatory care unit
- continuing care facility
- 32 speciality clinics
- service for physician-directed followup of discharged patients

Large numbers of volunteers from the community offer service to the hospital.



Photo courtesy of Muhlenberg Hospital



Operating
Room.



A Director of Volunteers plans activities of 355 men, women and young people. There is a special program for teenage volunteers. The Women's Auxiliary, organized in 1915, works through small units called Twigs.

Muhlenberg as a Teaching Hospital

Muhlenberg offers five nationally-accredited educational programs: cytotechnology, medical technology, histologic technique, radiologic technology and nursing. Nursing education includes a program offered through cooperation with Union College which offers graduates a degree of Associate of Science as well as a diploma from the School of Nursing.

Other educational opportunities offered at the hospital include

- a two-year residency course in hospital administration in cooperation with George Washington University, Washington, D.C.
- internship and residency programs in medicine, pathology, pediatrics, and colon and rectal surgery

- in-service training programs for various other health careers
- a summer tutorial program in cooperation with area high schools which offers guidance and academic review for sophomores interested in health careers.

Administration and Finance

Muhlenberg is described as a voluntary hospital, meaning that it is a non-profit facility directed by a Board of Governors who serve without pay. The Board consists of 33 members who serve staggered and varying terms. New members are chosen by the Board on recommendation of a membership committee.

Hospital income in 1971 was \$14,298; 911, most of which was from patients, including payments by Medicare, Medicaid and Blue Cross.

The City of Plainfield contributed \$83,372 to the hospital in 1971, \$20,000 as a contribution to the building fund, the remainder toward expenses of indigent patients. Other municipalities furnished \$30,693. Union County's contribution was \$257,795. Although residents of other counties, including indigents, make use of the hospital, no other county makes public contributions to its maintenance.

Other Hospitals

Other hospitals in the area are John F. Kennedy Hospital in Edison, Middlesex General Hospital in New Brunswick, Overlook Hospital in Summit, Raritan Valley Hospital in Green Brook, Runnells Hospital of Union County in Berkeley Heights, St. Peter's General Hospital in New Brunswick and Somerset Hospital in Somerville. Children's Specialized Hospital in Mountainside provides inpatient service, convalescent care and rehabilitation for physically handicapped children. There are orthopedic clinics weekly for former patients as well as for adults.

Organizations

BUSINESS AND PROFESSIONAL

Engineers Club
Firemen's Mutual Benevolent Association
Optometric Society
Patrolmen's Benevolent Association
Plainfield Area Board of Realtors
Plainfield Bar Association
Plainfield Business & Professional Women's Club
Plainfield Business Association
Plainfield Education Association
Plainfield Dental Association
Plainfield Medical Society

CIVIL RIGHTS

National Association for the Advancement
of Colored People
Plainfield Area Committee for Equal Rights
for Women
Plainfield Joint Defense Committee
Urban Coalition

CULTURAL

Drama
Crescent Players
Junior League Children's Theatre
Parish Players

Music

Arioso Chamber Music Group
Garden State Choral Society
Gesang und Turn-Verein Inc.
Hounds of Harmony
Junior Musicians Club
Plainfield Choristers
Plainfield Musical Club
Society for the Preservation and Encourage-
ment of Barbershop Quartet Singing
in America
Words and Music (a group of writers and
musicians)

EDUCATIONAL

American Association of University Women
National Association of College Women
Parent-Teacher Association
Scholarship Clearing House of the Plainfields
Student Aid Fund Committee
*Alumni and alumae chapters
of numerous colleges are also active.*

ETHNIC

American Committee on Africa
Ancient Order of Hibernians
Clan MacKenzie, Order of the Scottish Clans
German-Speaking School of Plainfield
Hellenic Women's Club
Maddalonesi Society
Polish Falcons
Steuben Society of America
Ukrainian Society

FRATERNAL

Improved Benevolent and Protective Order of
Elks of the World
Independent Order of Oddfellows
Knights of Pythias
Knights of Templar
Loyal Order of Moose

GARDEN CLUBS

African Violet Society
Garden & Lawn Improvement Club
Plainfield Garden Club

HEALTH AND WELFARE

Alcoholics Anonymous
Committee for Employment of the Handicapped
Creative Hands
Deborah
McCall Auxiliary of Plainfield
Memorial Society of Plainfield
Muhlenberg Hospital Women's Auxiliary
Weight Watchers Club

POLITICAL

Democratic Club
Democratic Women's Club
Plainfield Non-Partisan Black Political Caucus
Republican Club of Plainfield
Republican Conservative Action Club
Women's Republican Club
Young Republican Club

PUBLIC AFFAIRS

A Citizen's Organization for a SANE World
Friends of the Plainfield Public Library, Inc.
Hillside Terrace Neighborhood Association
League of Women Voters of Plainfield
Taxpayers Association of Plainfield

RECREATION

Arms Collectors Club
Bowling Association
Chess Club
Coin Club
Keepsake Doll Club
Lawn Bowling Club
Mineralogical Society
Plainfield Camera Club
Plainfield Country Club
Plainfield Kennel Club
Ski Club
Stamp and Cover Club
Women's Golf Association

RELIGIOUS

B'nai Brith
Catholic Daughters of America
Catholic Women's Club of the Plainfields
Church Women United of the Plainfield Area
Hadassah
Jehovah's Witnesses
Knights of Columbus

*Additional information,
including names of current officers, may be found at the Plainfield Public Library.*

Laurel League of Plainfield
Mizrachi
National Council of Jewish Women
Synodical Brotherhood

*Almost every church and synagogue
in Plainfield has one or more
women's auxiliary or men's club.*

SERVICE CLUBS

Camp Crusade
Exchange Club
Frontier Club
Inter-Service Club (coordinating group)
Jaycees
Kiwanis
Lions
Optimists
Organization for Rehabilitation Through
Training
Plainfield Christmas Bureau
Quota Club
Rotary

VETERANS

American Legion
Central Board of Veterans
Veterans of Foreign Wars

OTHER

Bonnes Amies
Cosmopolitan Club of the Plainfield Area
Daughters of the American Revolution
Gold Star Mothers
Historical Society of Plainfield and
North Plainfield
Junior League of Plainfield
LaLeche League
Mayflower Society
Monday Afternoon Club
Twin Mothers Club

For Further Information

The following list includes references used in preparing this book as well as other material which may be of interest. Everything listed here may be found at the Plainfield Public Library. Official city publications may also be examined at City Hall or offices in other locations; copies of some are available free of charge.

In addition to what is included here, there are histories of Plainfield churches, agencies and associations. Books about New Jersey and Union County contain sections on Plainfield.

Except for the first section, Basic City Publications, items on this list are arranged chronologically within each section.

BASIC CITY PUBLICATIONS

Charter and Municipal Code of Plainfield, New Jersey 1971. 1972. Loose-leaf.

Contains the Charter and the Administrative Code of 1968 and codified ordinances, laws passed by the Council arranged according to subject. The following codes are, by ordinance, considered part of the book as if they appeared in full there: Fire Prevention Code, Plumbing Code, Property Maintenance Code and Sanitary Code. The book may be purchased for \$40. There is an additional charge of \$10 per year for a semi-annual updating. The volume is in loose-leaf form so that changes and additions may be incorporated. Subscribers receive copies of ordinances as they are passed by the Council. The Charter is available separately free of charge as is the Administrative Code. The other Codes are available for varying charges up to \$5.

Plainfield Studied and Restudied. 1970. 19 p.

A bibliography compiled by the Planning Division, this lists and briefly describes official publications as well as others under such headings as Economic Growth, Education and Youth, Employment, Housing and Urban Renewal.

Plainfield Quarterly. Winter 1971—. Various pagings.

Mailed to each city household. Prepared by the Public Information Officer.

A directory, issued each year, lists elected and administrative officials.

A detailed municipal budget includes several hundred pages each year. The "Corporation Notice" as it is published in the newspaper announcing the budget ordinance is available at City Hall; so is a Budget Summary which includes comparative figures and charts. There is also a salary guide. A detailed school budget is published by the Board of Education.

Annual reports include a financial report for the city, a report of the Tax Assessor, and reports of Departments and Divisions.

Appraised values of Plainfield properties are recorded in a series of folders of a few pages each. Values were determined by the Realty Appraisal Company of West New York, New Jersey in 1964.

CHARTER REPORTS

Charter Study Committee Report. January 15, 1968. Various pagings.

Led to adoption of the Charter of 1968.

Charter Evaluation Study Committee Report. January 19, 1972. 4 p.

See section on Charter and Top Officials for discussion of report.

PLANNING STUDIES

Economic Market Study for the City of Plainfield's Community by Municipal Industrial Associates, New Brunswick, N.J. 1967. 27 p.

An estimate of the economic potential of the city and some recommendations.

Profile of Plainfield by the Planning Division. June 1968. 12 p.

A statistical analysis with maps of the city.

Community Renewal Program: A Technical Report by the Planning Division. 1970. 254 p.

Proposals for an urban renewal program for Plainfield. Based on analysis of the city's 10 planning districts, a study of minority group housing and examination of social resources. Includes comparative figures on finance — Plain-

field's expenditures over a period of years and comparisons with other communities.

Comprehensive Development Plan for the City of Plainfield by the Planning Division. 1970. 250 p.

The "Master Plan" for the city. A summary of the plan is also available. See back pocket of this book for the Comprehensive Development Plan map. See section on the Planning Division for discussion of this plan. Consultants were Raymond, Parish and Pine.

A Short-Range Plan for Transit by the Planning Division. 1970. 23 p.

A basis for discussion and more detailed planning. Urges improved bus transportation for city residents, especially to places of employment outside the city.

MODEL CITIES REPORTS

Application to the Department of Housing and Urban Development for a Grant to Plan a Comprehensive City Demonstration Program. 1968. 300 p.

Includes information about the city as a whole as well as the Model Cities area.

Mid-Planning Statement. December 15, 1969. 66 p.

First Action Year Plan 1971. May 1970. Various pagings.

Covers proposals for the period October 1, 1970, through September 30, 1971. Submitted to the U.S. Department of Housing and Urban Development.

Second Action Year Plan. July 1971. Various pagings.

Third Action Year Plan. July 1971. Various pagings.

OFFICIAL PUBLICATIONS ON EDUCATION

A Study of Racial Imbalance in the Plainfield Public Schools: the facts, effects and remedies by Max Wolff. Various pagings. 1962.

Prepared by consultants from New York University for a Lay Advisory Committee which had been appointed by the Board of Education.

The library copy includes majority and minority reports of the committee and observations of the Board of Education.

Grouping Students for Instruction in the Plainfield, N.J. School System by Columbia University, Teachers College. July 1969. 206 p.

Study of the effects of ability grouping, particularly in the secondary schools. A preliminary report contains major conclusions and recommendations.

Transition in the Public Schools: A Report on Public School Needs by Engelhardt and Engelhardt, Inc. August 1970. 109 p.

Consideration of the best use for the old high school led to proposals for over-all reorganization. There is a summary report.

Interchange. December, 1969—.

Published monthly by the Board of Education. Written by and for school personnel.

Curriculum Book. Plainfield High School 1972 Edition. 45 p.

Description of philosophy, services and catalogue of courses.

Board of Education Policy Manual. Loose-leaf.

Issued to agencies and administrators in 1972, this contains sections on community services, administration, business, personnel, students, instruction, new construction and by-laws of the Board. In loose-leaf form to permit updating.

The Demonstration School Project by Shirley B. Cathie. n.d. 11 p.

An account of purposes, accomplishments and problems by the Liaison Coordinator of the project.

Schools in Session. March 1972—.

Published periodically by the Board of Education and mailed to residents.

DOCUMENTS OF OTHER PUBLIC BODIES

Centennial Celebration Year Scrapbook by the Centennial Celebration Committee. 1969.

The record of a year-long observance of the anniversary of incorporation as a city.

Complaints and Human Relations: A System for Complaints by Synectics. May 1970. 44 p.

Proposals for establishing the Office of Information and Complaints, strengthening the Human Relations Commission and encouraging courtesy and efficiency in relations of city employees with the public.

A Survey of the Division of Police, Plainfield, N.J., by the International Association of Chiefs of Police. 1971. 203 p.

Commissioned by the City Council. The organizational chapter was issued separately (30 pages) and forms a summary of the report. See section on Police Division for discussion of report. A survey of city police services by the same organization was completed in 1962.

Communications Report and Recommendations: City of Plainfield by Communications Management, Inc. September 1971. 23 p.

Advocates establishment of a communications system including a central telephone switchboard for a number of city departments. See section on Department of Administration and Finance.

Voice Associates vs. United National Bank by the Human Relations Commission. April 3, 1971. 19 p.

Result of study of complaint by newspaper against alleged discriminatory policies of bank.

Study of Refuse Clean-Up Operations by M. Disko Associates for the Urban Rodent and Insect Control Project. September 1971. 39 p.

Recommendations for city pick-up of trash throughout the city on an experimental basis for 1972, perhaps on an annual basis thereafter.

CAP Cares by Community Action-Plainfield, Inc. 1971.

This special annual report includes photographs, charts and graphs.

The Zone of Emergence: A Case Study of Plainfield, New Jersey by George S. Sternlieb and W. Patrick Beaton. Published by Transaction, New Brunswick, N.J. 1972.

Presents thesis that Plainfield is important because it offers a "zone of emergence," an escape from core ghetto areas of larger cities.

FEDERAL GOVERNMENT PUBLICATIONS

The 1970 Census contains information about characteristics of Plainfield's population: age, race, schooling, employment, housing and mobility.

Map of Plainfield, N.J., by the U.S. Geological Survey, 1956.

Large map in great detail, showing topographical formations, streets and buildings. May be ordered from the Distribution Section, U.S. Geological Survey, 1200 Eads Street, Arlington, Virginia 22202. One copy costs 50 cents. Ask for Plainfield Quadrangle, New Jersey, 7.5 minute series (topographical).

Riots, Civil and Criminal Disorders: Hearings by the U.S. Senate Committee on Government Operations, Permanent Subcommittee on Investigation. 1967.

Contains testimony of witnesses about disorders in Plainfield in the summer of 1967.

PUBLICATIONS OF PRIVATE GROUPS AND INDIVIDUALS

History of Plainfield and North Plainfield by F. Smiley. 1901. 108 p.

A large book with biographical information, historical details. Many photographs.

Survey of Negro Life in New Jersey: Plainfield by the Interracial Committee, New Jersey Conference of Social Work. 1932. 20 p.

Northtown Survey on Human Relations by the Community Welfare Council. 1947. 80 p.

Information about employment, education and housing for two minority groups, Jews and Negroes, in Plainfield (Northtown is Plainfield). Study conducted by residents assisted by the American Jewish Congress.

What's Ahead for Plainfield? A Study of Municipal Planning by the League of Women Voters of Plainfield. 1961. 11 p.

The Plainfield Area: A Planning Survey by Maurice E. H. Rotival and Associates. 1963. 76 p.

Sponsored by the Plainfield Trust State National Bank. Considers the history, problems and best development of the area.

History of Plainfield by The Courier-News. 1964. Unpaged.

Reprint of a 32-chapter series published in connection with the New Jersey Tercentenary. Based on research by Roy E. Hoffman.

Know Your Schools by the League of Women Voters of Plainfield. 1964. 33 p.

Background information on the city's schools.

The Negro Awakening in Plainfield by Martin E. Robins. 1964. 147 p.

A senior thesis by a student at the Woodrow Wilson School of Public and International Affairs at Princeton.

Plainfield Area, N.J. by the Plainfield Area Chamber of Commerce. 1969. 96 p.

Promotional large-format book with many photographs.

Economic and Demographic Data for the Plainfield Area by the Plainfield Area Chamber of Commerce. 1971. 19 p.

Presents and interprets statistics for population, business, consumers, real estate and transportation.

Survey of Wage Increases and Fringe Benefits by the Plainfield Area Chamber of Commerce. September 1971.

Golden Jubilee. 1921-71, by the Historical Society of Plainfield and North Plainfield. 1971. 16 p.

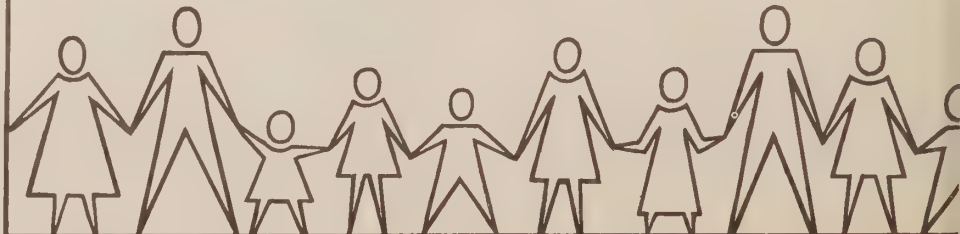
An account of the history of the Society formed to restore Drake House, which is now the city's museum.

A number of Plainfield associations publish magazines or bulletins. These include Areagram (Plainfield Area Chamber of Commerce), Center Bulletin (Jewish Community Center), The Corridor (Neighborhood House), Friendly Affairs (Friends of the Plainfield Public Library), Muhlenberg Quarterly, Plainfield Monday Afternoon Club Magazine, Plainfield Voter (League of Women Voters) and Senior Citizens Spotlight.

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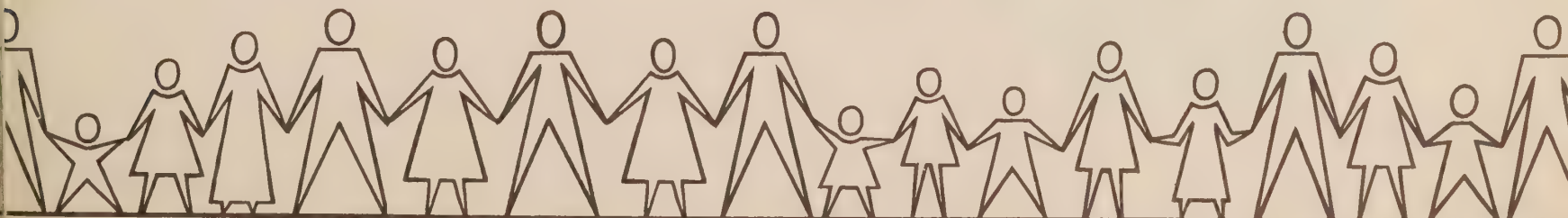


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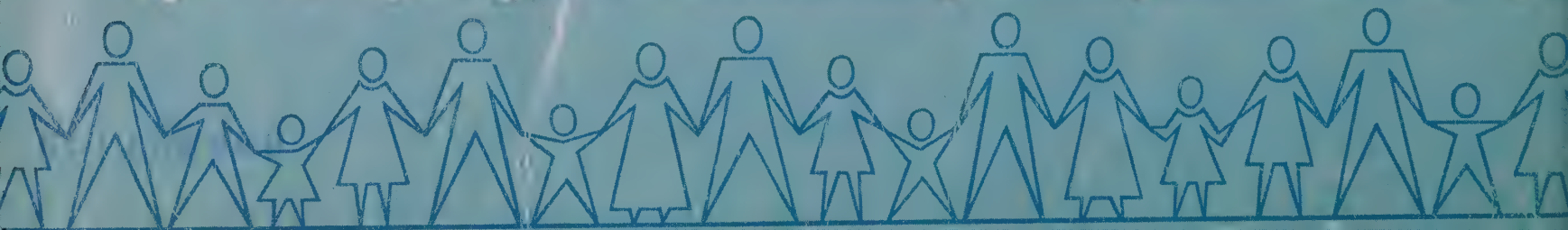
Typesetting by Karen S. Fogg
Flemington, New Jersey

Request at Reference
Desk for Comprehensive
Development Plan map.





*a guide to
local government
published as a service
to the community
by the League of Women Voters of Plainfield, New Jersey*





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